



ORDINARY MEETING

AGENDA

9 JULY 2024

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 9 July 2024 commencing at 9:00am for transaction of the enclosed business.

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

ACTING CHIEF EXECUTIVE OFFICER
5 July 2024

Next Meeting Date: 23.07.24

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
- 1.2 Opening prayer delivered by Pastor Silja Henaway, Northside Family Church

2 PRESENT

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Councillor Drew Wickerson - Leave of Absence from 5 July 2024 to 14 July 2024

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 25 June 2024

Minutes of the Special Meeting held 25 June 2024

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 LIFTING MATTERS FROM THE TABLE

File No: 10097
Attachments: Nil
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Ross Cheesman - Acting Chief Executive Officer

SUMMARY

This report is being presented in order for matters that have been laid on the table at previous meetings to be formally lifted from the table prior to being dealt with at this meeting.

OFFICER'S RECOMMENDATION

THAT the following matters be lifted from the table and dealt with accordingly:

- **Prosperous Precincts Grants Program** and **Beef Cattle Placemaking Installation Community Engagement** (formerly titled CBD Activation Program 2023/24 Economic Development)
- **Parking Technology Implementation**

6.2 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL

File No: 10097
Attachments: 1. July 2024 [↓](#)
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Ross Cheesman - Acting Chief Executive Officer

SUMMARY

The Business Outstanding Table is used as a tool to monitor outstanding items resolved at previous Council or Committee meetings. The current Business Outstanding Table for Ordinary Council is presented for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for Ordinary Council be received.

BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL

July 2024

Meeting Date: 9 July 2024

Attachment No: 1

BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

Meeting Date	Subject	Resolution	Officer	Target Date	Notes
14/07/2020	First Turkey Mountain Bike Reserve - Blue Dawg Concept Plan	<p>COUNCIL RESOLUTION</p> <p>1. THAT Council notes the early-stage status of the Blue Dawg trail proposal and officers continue dialogue with the Rockhampton Mountain Bike Club in relation to the proposal.</p> <p>2. THAT Council invites the Rockhampton Mountain Bike Club to a Workshop with Council.</p>	Clark, Wade	01/12/2022	<p>11 Aug 2020 Clark, Wade QPWS has been requested for a meeting to discuss the proposed Blue Dawg Downhill Trail. QPWS have indicated that they will meet with Council officers to discuss further. A meeting date is yet to be confirmed by QPWS.</p> <p>11 Aug 2020 Target Date changed by: Clark, Wade From: 28 Jul 2020 To: 28 Aug 2020, Reason: Awaiting QPWS to confirm meeting date and time</p> <p>09 Sep 2020 Clark, Wade Preliminary meeting held with QPWS, a joint meeting between RRC, QPWS and the Rockhampton Mountain Bike Club to be held in September to discuss the proposal and if they are any other options for the downhill trail.</p> <p>25 Sep 2020 Clark, Wade Combined meeting between QPWS, RRC and Rockhampton Mountain Bike Club held on the 24 September., An options analysis with multiple options to be developed., A Councillor workshop with all parties involved to be developed and implemented in November.</p> <p>14 Oct 2020 Revised Target Date changed by: Clark, Wade From: 28 Aug 2020 To: 30 Nov 2020, Reason: Awaiting QPWS to confirm meeting date and time</p> <p>17 May 2022 Clark, Wade Potential options identified by the Rockhampton Mountain Bike Club with further work required to be identify the preferred alignment.</p> <p>17 May 2022 Target date changed by Clark, Wade from 30 November 2020 to 01 December 2022 - Further work required for mountain bike alignments to discuss at the workshop with Councillors.</p> <p>20 Feb 2023 Clark, Wade Requested direction on whether to finalise this resolution given Council's current priorities and financial pressures.</p> <p>09 Jan 2024 No further update at this stage</p>

BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

14/09/2021	Notice of Motion - Councillor Shane Latcham - Rockhampton Regional Council Floral Emblem	COUNCIL RESOLUTION THAT Council undertake a Community Engagement Program when appropriate on civic symbols including a Floral Emblem, representative of the Rockhampton Region Local Government area.	Brodell, Emma	30/06/2025	<p>17 Sep 2021 Action reassigned to Mansfield, Matt</p> <p>12 May 2022 Target date changed by Mansfield, Matthew from 28 September 2021 to 28 September 2021 - Scheduled for later this calendar year pending resource capacity</p> <p>12 May 2022 Target date changed by Mansfield, Matthew from 28 September 2021 to 28 September 2022 - Amending to correct date - due to be completed later this calendar year pending resource capacity</p> <p>09 Aug 2022 Mansfield, Matthew Pending discussions around Communications resourcing, this item was scheduled to be revisited in the October Quarter 2022. Further assessment is required where this engagement sits against competing Council priorities.</p> <p>21 Oct 2022 Mansfield, Matthew Engagement to be discussed with Councillors at 6/12/22 Workshop.</p> <p>21 Oct 2022 Target date changed by Mansfield, Matt from 28 September 2022 to 28 March 2023 - Pending conversation with Councillors at December 2022 workshop where Op Plan Action of setting a calendar of engagements will be discussed.</p> <p>01 Dec 2022 Target date changed by Mansfield, Matthew from 28 March 2023 to 30 June 2025 - Undertaking this engagement requires both an appetite for change internally and a community that is engaged with Council at a Civic level. Given the Engagement Framework is yet to be adopted, this engagement is suggested to be moved into the 2024-25 FY Calendar of Engagements. This will give time to embed the engagement framework into Council's operations so that this legacy engagement can be completed properly, as symbols which represent the Region will stay for decades to come after.</p> <p>02 Feb 2023 reassigned to Dwyer, Genevieve</p> <p>31 May 2023 reassigned to Brodell, Emma</p>
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BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

28/09/2021	Proposed sale of Council land	COUNCIL RESOLUTION	Roberts, Kellie	31/07/2024	<p>15 Oct 2021 Target date changed by Roberts, Kellie from 12 October 2021 to 31 January 2022</p> <p>01 Mar 2022 Target date changed by Roberts, Kellie from 31 January 2022 to 31 May 2022 - The matter will take some time to complete due to the complex nature of the property transactions.</p> <p>11 May 2022 Target date changed by Roberts, Kellie from 31 May 2022 to 31 October 2022 - Extension of time to allow for complex contract negotiations and timing with two adjoining owners.</p> <p>04 Jul 2022 Roberts, Kellie Progressing the rectification of the encroachment area first.</p> <p>11 Aug 2022 Roberts, Kellie Process to rectify encroachment still ongoing. Complex issues to work through.</p> <p>28 Sep 2022 Roberts, Kellie Encroachment issue being rectified, matter under contract. Then sale of balance land can proceed. Extending timeframe to allow this to occur.</p> <p>28 Sep 2022 Target date changed by Roberts, Kellie from 31 October 2022 to 31 January 2023</p> <p>20 Dec 2022 Target date changed by Roberts, Kellie from 31 January 2023 to 30 April 2023 - To allow sufficient time for DA etc.</p> <p>13 Apr 2023 Target date changed by Roberts, Kellie from 30 April 2023 to 31 July 2023 - Part 1 of the resolution (option 1) will be complete mid may.</p> <p>11 May 2023 Target date changed by Roberts, Kellie from 31 July 2023 to 30 September 2023 - Part 1 of the required action will be complete by end of May. Extension of time for Part 2 to occur.</p> <p>08 Sep 2023 Target date changed by Roberts, Kellie from 30 September 2023 to 01 December 2023 - Part 1 is complete.</p> <p>03 Nov 2023 Target date changed by Roberts, Kellie from 01 December 2023 to 01 January 2024 - Part 2 of action underway. Tenders called to adjoining owners, closes 22 November 2023.</p>
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BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

					<p>Extended to end of January to allow for contract and settlement.</p> <p>05 Jan 2024 Target date changed by Roberts, Kellie from 01 January 2024 to 31 March 2024 - Tender is awarded and Contract signed.</p> <p>26 Mar 2024 Target date changed by Roberts, Kellie from 31 March 2024 to 30 June 2024 - Settlement timeframe</p> <p>11 Jun 2024 Target date changed by Roberts, Kellie from 30 June 2024 to 31 July 2024 - Settlement timeframe extended</p>
28/06/2022	CMP Updates - Heritage Management Strategy	COUNCIL RESOLUTION THAT Council resolves that the matter lay on the table until further consultation with the community.	Dwyer, Emma-Jane	12/07/2022	<p>05 Aug 2022 Dorman, Kerri Councillor field trip to Mt Morgan to inspect building held on Wednesday 2nd August 2022</p> <p>21 Oct 2022 Dorman, Kerri Matter deferred whilst undertaking Mt Morgan Heritage Study, after which a consultation will be undertaken.</p> <p>21 Nov 2022 Dorman, Kerri Matter still deferred awaiting outcome from heritage study</p> <p>16 Feb 2023 Dorman, Kerri Mayor to discuss further with LT on RRC's position. Re-assign to Emma-Jane Dwyer.</p> <p>16 Feb 2023 Action reassigned to Dwyer, MJ</p> <p>24 Aug 2023 Dorman, Kerri Briefing session to be scheduled regarding local heritage sites in Mt Morgan</p>
13/12/2022	Draft Community Engagement Framework	COUNCIL RESOLUTION THAT Council: 1. Adopts the draft Community Engagement Framework as detailed in the report; and 2. Approves officers to revise policy and procedure for further consideration by Council.	Brodel, Emma	30/06/2023	<p>16 Dec 2022 Target date changed by Michaels, Skye from 27 December 2022 to 27 December 2022 - Completing the job. A revised Policy and Procedure will come back to the Council for review at a later date. The three months will be spent building the department toolkits which support this Framework and Policy and Procedure</p> <p>16 Dec 2022 Target date changed by Michaels, Skye from 27 December 2022 to 27 December 2022 - Complete action will bring back revised policy and procedure to the Council at a later date</p>

BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

					<p>16 Feb 2023 Target date changed from 27 December 2022 to 30 June 2023 - Development of toolkits will be ongoing process</p> <p>02 May 2023 Action reassigned to Brodel, Emma</p>
24/01/2023	<p>Renewal of Lease - Telecommunications Tower, 10 Pilbeam Drive, Mt Archer</p>	<p>COUNCIL RESOLUTION</p> <p>THAT:</p> <ol style="list-style-type: none"> Pursuant to Section 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld), Council approve the renewal of the Lease to BAI Communications Pty Ltd A.C.N 086 048 562 for the premises located at part of 10 Pilbeam Drive, Mt Archer (Lot 10 on RP617127); and Council authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate the terms and conditions of the lease in preparation for execution by the delegated Officer. 	Roberts, Kellie	30/09/2024	<p>08 Feb 2023 Target date changed by Roberts, Kellie from 07 February 2023 to 30 April 2023 - Time to allow for renewal process to occur.</p> <p>13 Apr 2023 Target date changed by Roberts, Kellie from 30 April 2023 to 31 May 2023 - To allow time for lease negotiation.</p> <p>11 May 2023 Target date changed by Roberts, Kellie from 31 May 2023 to 31 July 2023 - Extension of time to allow for lease negotiations.</p> <p>19 Jul 2023 Target date changed by Roberts, Kellie from 31 July 2023 to 30 September 2023 - Still waiting on response from BAI regarding lease offer. Additional time required</p> <p>08 Sep 2023 Target date changed by Roberts, Kellie from 30 September 2023 to 30 November 2023 - Still waiting on responses from tenant</p> <p>03 Nov 2023 Target date changed by Roberts, Kellie from 30 November 2023 to 31 January 2024 - Lease negotiations</p> <p>26 Mar 2024 Target date changed by Roberts, Kellie from 31 January 2024 to 30 June 2024 - Difficulties contacting tenant.</p> <p>11 Jun Target date changed by Roberts, Kellie from 30 June 2024 to 30 September 2024 - Waiting on response from tenant</p>

BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

27/04/2023	Proposed Lease to Indara Corporation - Telecommunications Facility - 50 Nagle Drive, Norman Gardens	<p>THAT:</p> <ol style="list-style-type: none"> 1. Pursuant to section 236(1)(c)(vi) of the <i>Local Government Regulation 2012 (Qld)</i>, the Chief Executive Officer (Coordinator Property & Insurance) is authorised to lease approximately 114m² of 50 Nagle Drive, Norman Gardens, described as Lot 1 on RP602872 to Indara Corporation Pty Ltd A.C.N 643 875 165, subject to the following conditions: <ol style="list-style-type: none"> a) The rent is \$18,000 per annum (excluding GST), to be increased by 3% each year. Rates charges are in addition to the rent. b) The lease term is a total of 20 years, commencing as soon as the terms and conditions are agreed, with rent payable from the commencement date. c) The tenant must obtain, at its cost, all necessary approval from Council, including a Reconfiguration of Lot (for a lease greater than 10 years) and Material Change of Use, and any necessary Government agency approvals. d) The tenant is responsible for all survey and registration costs for the lease. 2. Council authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate the terms and conditions of the lease with Indara Corporation Pty Ltd A.C.N 643 875 165 in preparation for execution by the delegated officer 3. Council authorises the Chief Executive Officer to provide owners consent for the tenant to lodge the relevant development applications. <p>COUNCIL RESOLUTION</p> <p>THAT the Telecommunications Facility on Council Land Policy be reviewed in relation to revenue allocation, and that a report be brought back to a future Council Briefing Session.</p>	Roberts, Kellie	31/07/2024	<p>11 May 2023 Target date changed by Roberts, Kellie from 11 May 2023 to 31 July 2023 - Extension of time to allow for lease negotiations.</p> <p>26 Jun 2023 Roberts, Kellie Draft Lease received, to be reviewed.</p> <p>19 Jul 2023 Target date changed by Roberts, Kellie from 31 July 2023 to 30 September 2023 - Lease negotiations ongoing.</p> <p>11 Aug 2023 Roberts, Kellie Draft Lease returned to Indara solicitors with significant changes marked up.</p> <p>08 Sep 2023 Target date changed by Roberts, Kellie from 30 September 2023 to 31 October 2023 - Lease negotiations still progressing.</p> <p>03 Nov 2023 Target date changed by Roberts, Kellie from 31 October 2023 to 31 January 2024</p> <p>03 Nov 2023 Target date changed by Roberts, Kellie from 31 January 2024 to 31 January 2024 - Still negotiating terms & conditions of lease.</p> <p>26 Mar 2024 Target date changed by Roberts, Kellie from 31 January 2024 to 31 May 2024 - Lease Negotiations</p> <p>15 May 2024 Target date changed by Roberts, Kellie from 31 May 2024 to 31 July 2024 - Lease is finalised and ready for execution. However, the granting of the lease is subject to Indara obtaining Development Approval for ROL for a lease greater than 10 years. Extension of time is to allow for this application.</p>
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BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

11/07/2023	Road Signage Maintenance	COUNCIL RESOLUTION THAT a report on road signage maintenance delays be presented to the next Infrastructure Committee meeting.	Gwydir, John	25/07/2023	20 Feb 2024 10:57am Winter, Amanda Reports are works in progress.
14/11/2023	Grant Applications	COUNCIL RESOLUTION THAT Council endorse the listed grant applications.	Russell, Angus	28/11/2023	09 Jan 2024 9:29am Russell, Angus All Regional Economic Futures Fund applications submitted. Two of the three Regional Precincts and Partnership Programs applications submitted with the final one on F. Bay 7 and Freight Precinct Development Project currently being finalised. 03 Apr 2024 2:50pm Russell, Angus Awaiting announcement of outcomes of funding applications.
28/11/2023	Parking Technology Implementation	COUNCIL RESOLUTION THAT the matter lay on the table and be presented at a Briefing Session for further discussion.	Buckenham, Jon	30/06/2024	22 Dec 2023 Buckenham, Jon Awaiting new briefing date 05 Apr 2024 Buckenham, Jon Matter to be bought back to Council table after further information collected using AeroRanger 05 Apr 2024 Target date changed by Buckenham, Jon from 12 December 2023 to 30 June 2024 - Consultation to be undertaken after data collection 04 Jul 2024 report to Council 9 July 2024.
11/12/2023	Proposed NRMA Electric Vehicle Fast Charging Station on Council Land - 180-186 Alma Street (carpark)	COUNCIL RESOLUTION THAT Council authorises: 1. The Chief Executive Officer (Coordinator Property and Insurance) to issue a Licence Agreement to NRMA Electric Highways Pty Ltd over part of 180-186 Alma Street, Rockhampton City, for the construction and operation of an Electric Vehicle Fast Charging Station, for a period of 5 years for a set annual fee of \$2,000 (ex GST); and 2. The Coordinator Property and Insurance to negotiate the terms and conditions of the Licence Agreement in preparation for execution by the delegated Officer.	Roberts, Kellie	30/09/2024	05 Jan 2024 Target date changed by Roberts, Kellie from 25 December 2023 to 29 February 2024 - Timeframe for negotiation of Licence Agreement 26 Mar 2024 Target date changed by Roberts, Kellie from 29 February 2024 to 30 June 2024 - Delay due to resource constraints 11 Jun 2024 Target date changed by Roberts, Kellie from 30 June 2024 to 30 September 2024 - NRMA is waiting on Ergon to finalise electricity connection plans.

BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

11/12/2023	125 Robinson Street, Frenchville - Trustee Lease and Building Transfer Request	COUNCIL RESOLUTION THAT Council approve Option 1 described within the report in relation to 125 Robinson Street, Frenchville and authorises the Chief Executive Officer (Business Support Supervisor) to negotiate the terms and conditions of the agreements in preparation for execution by the delegated officer.	Bulwinkel, Justin	08/03/2024	10 Jan 2024 3:28pm Bulwinkel, Justin Leasing arrangements and asset transfer remains on hold until all Statutory maintenance work is completed by CAF. Expected end of Feb 2024 10 Jan 2024 Target date changed by Bulwinkel, Justin from 25 December 2023 to 08 March 2024 - Pending completion of all committed Statutory Maintenance.
14/11/2023	Petitions - (1) Individual Metered Access to Fitzroy River Water Network and (2) - Reduction of Speed Limit on McLaughlin Street	COUNCIL RESOLUTION THAT the petition regarding (1) Individual Metered Access to Fitzroy River Water Network and the petition regarding (2) Reduction of Speed Limit on McLaughlin Street be received and information on both matters be presented to councillors.	Crow, Martin	28/11/2023	04 Apr 2024 9:05am Winter, Amanda Traffic counts and speed data has been gathered. A speed limit review is currently being undertaken by Council officers and will be taken to the proposed meeting of the TMR Speed Management Committee in late April. Council will be updated on the outcome of the speed limit review.
14/11/2023	Petitions - (1) Individual Metered Access to Fitzroy River Water Network and (2) - Reduction of Speed Limit on McLaughlin Street	COUNCIL RESOLUTION THAT the petition regarding (1) Individual Metered Access to Fitzroy River Water Network and the petition regarding (2) Reduction of Speed Limit on McLaughlin Street be received and information on both matters be presented to councillors.	Toon, Dan	28/11/2023	08 Apr 2024 3:44pm Winter, Amanda Preparation of a report for the water network access component is in progress.
20/02/2024	Zoo shade structure options	COUNCIL RESOLUTION THAT the matter lay on the table pending an onsite workshop.	Pont, Aaron	05/03/2024	
05/03/2024	Zoo Shade Structure Options	COUNCIL RESOLUTION THAT Council resolves to re-design a lesser-cost shade solution which will include a briefing session to arrive at an agreed scope of works.	Pont, Aaron	19/03/2024	

BUSINESS OUTSTANDING TABLE – ORDINARY COUNCIL

28/05/2024	Petition - Enhancement of Facilities at Duthie Park	COUNCIL RESOLUTION THAT the petition requesting enhancement of the facilities at Duthie Park be received and referred to General Manager Community Services for investigation and response.	Cutler, Alicia	11/06/2024
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7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

9.1 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING - 4 JULY 2024

RECOMMENDATION

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 4 July 2024 as circulated, be received and that the recommendations contained within these minutes be adopted.

(Note: The complete minutes are contained in the separate Minutes document)

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.1 QAO BRIEFING PAPER AND INTERIM MANAGEMENT REPORT 2024**

File No: 9509
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Marnie Taylor - Chief Financial Officer

SUMMARY

A Briefing Paper, together with an Interim Management Report from the Queensland Audit Office (QAO) are provided for Committee review.

COMMITTEE RECOMMENDATION

THAT the Queensland Audit Office Briefing Paper and Interim Management Report for 2024 be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.2 ASSET REVALUATIONS 2023/24**

File No: 5960
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Marnie Taylor - Chief Financial Officer

SUMMARY

The purpose of this report is to inform the Audit and Business Improvement Committee regarding the Asset Revaluations for the 2023/24 reporting year.

Key items are the outcome of the Land and Water and Sewerage revaluations, and the outcome of the indices assessment for 2023/24.

COMMITTEE RECOMMENDATION

THAT the members of the Audit and Business Improvement Committee receive this report.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.3 CAPITALISATION OF CAPITAL WORKS IN PROGRESS**

File No: 5960
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Marnie Taylor - Chief Financial Officer

SUMMARY

The Chief Financial Officer providing an update regarding the capitalisation of capital works in progress.

COMMITTEE RECOMMENDATION

THAT the Capitalisation of Capital Works in Progress report be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.4 FINANCE SECTION UPDATE**

File No: 8148
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Marnie Taylor - Chief Financial Officer

SUMMARY

Chief Financial Officer providing a Financial Update on matters for the conclusion of the 2023/2024 Financial Year.

COMMITTEE RECOMMENDATION

THAT the Finance Section Update report be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.5 ACTING CEO UPDATE**

File No: 13900
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Ross Cheesman - Acting Chief Executive Officer

SUMMARY

Acting Chief Executive Officer providing an update on matters of importance.

COMMITTEE RECOMMENDATION

THAT the Acting Chief Executive Officer's update be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.6 CAPITAL PROJECT FRAMEWORK POLICY**

File No: 11979
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

A revised Capital Project Framework Policy has been adopted by Council. This report provides an oversight of that Policy that outlines the framework.

COMMITTEE RECOMMENDATION

THAT the Committee receives the Capital Project Framework Policy report.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.7 ASSET MANAGEMENT**

Attachments: 1. **Asset Management Improvement Plan - July 2024**

Authorising Officer: **Peter Kofod - General Manager Regional Services**

Author: **Martin Crow - Manager Infrastructure Planning**

SUMMARY

Manager Infrastructure Planning presenting an update on Asset Management matters.

COMMITTEE RECOMMENDATION

THAT the update on Asset Management matters be 'received'.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.8 WORKPLACE HEALTH AND SAFETY UPDATE**

Authorising Officer: **Ross Cheesman - Acting Chief Executive Officer**

Author: **Damon Morrison - Manager Workforce and Governance**

SUMMARY

Manager Workforce and Governance presenting an update on workplace health and safety matters for the information of the committee.

COMMITTEE RECOMMENDATION

THAT the Workplace Health and Safety update be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.9 INVESTIGATION AND LEGAL MATTERS PROGRESS REPORT**

File No: 1830
Authorising Officer: Damon Morrison - Manager Workforce and Governance
Ross Cheesman - Acting Chief Executive Officer
Author: Travis Pegrem - Coordinator People and Capability

SUMMARY

Coordinator People and Capability presenting an update of financial year to date Investigative Matters and the current Legal Matters progress report.

COMMITTEE RECOMMENDATION

THAT the update of Investigation and Legal Matters Progress report for Rockhampton Regional Council be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.10 LOSS / THEFT ITEMS - APRIL TO JUNE 2024**

File No: 3911
Authorising Officer: Megan Younger - Acting General Manager Corporate Services
Ross Cheesman - Acting Chief Executive Officer
Author: Kellie Roberts - Coordinator Property and Insurance

SUMMARY

This report presents details of the Loss/Theft Items for the period April to June 2024.

COMMITTEE RECOMMENDATION

THAT the Committee receives the Loss/Theft Items – April to June 2024 report.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.11 PAYROLL - SITE TIMESHEETS AUDIT 2024-01**

File No: 5207
Authorising Officer: John Wallace - Chief Audit Executive
Author: John Wallace - Chief Audit Executive

SUMMARY

This report is now finalised - incorporating managements' collective responses with a copy provided for the Committee's information.

COMMITTEE RECOMMENDATION

THAT the Payroll Audit Report be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.12 CYBER SECURITY - COMMITTEE REQUEST FOR A FURTHER REPORT**

File No: 5207
Authorising Officer: John Wallace - Chief Audit Executive
Author: John Wallace - Chief Audit Executive

SUMMARY

On 11 April 2024 the Committee requested a further report in response to the internal audit of Cyber Security Strategic Thematic Review. This report is provided to address that request.

COMMITTEE RECOMMENDATION

THAT:

- the report be received;
 - the Committee receive a further report on SCADA;
 - a further report be received on cyber security risk following update of the Risk Register and Assurance Map, to be included in the next cyber security update report being presented at the November Audit and Business Improvement Committee meeting;
 - the Committee notes the broad outline of the RRC risk assurance landscape.
-

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.13 EQA-FINAL REPORT**

File No: 5207
Authorising Officer: John Wallace - Chief Audit Executive
Author: John Wallace - Chief Audit Executive

SUMMARY

The Final Version of the External Quality Assessment is provided to the Committee for information. This version now contains management responses related to the review and minor changes/rewording.

COMMITTEE RECOMMENDATION

THAT the IIA External Quality Assessment Final Report be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.14 IIA - GAP ASSESSMENT - NEW AUDIT STANDARDS**

File No: 5207
Authorising Officer: John Wallace - Chief Audit Executive
Author: John Wallace - Chief Audit Executive

SUMMARY

Flowing from their recent EQA Review IIA has kindly provided an additional organisation specific Gap Assessment between - Old and New Internal Audit Standards, at no cost to RRC. The new Internal Audit Standards will come into effect in January 2025. These standards represent a complete refresh and are therefore not minor or incremental changes.

COMMITTEE RECOMMENDATION

THAT -

- [1] the independent Gap Assessment report provided by the IIA be received; and
- [2] that an implementation plan be prepared to achieve conformance with the new IIA standards on a 12 month horizon focused initially on medium priority then low priority, as resources permit.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.15 ANNUAL AND STRATEGIC AUDIT PLAN 2025-27**

File No: 5207
Authorising Officer: John Wallace - Chief Audit Executive
Author: John Wallace - Chief Audit Executive

SUMMARY

The Risk-Based Annual and Strategic Audit Plans including Internal Audit Strategy, a 3-year plan of topics and Enterprise Risk Management Plan - after considering stakeholders' input and priorities and are now provided for further review by the committee and comment.

These plans should be carefully considered in light of extraordinary and numerous other once-off plan impacts.

An Initial Audit Plan Outline (9pps) was presented to the committee for comment at the last meeting on 11th April. This included mapping against other identifiable assurances, priorities based on feedback received, notes and commentary, but at that stage included no individual time estimates for each review.

*Total Plan days are increased to 185 days reflecting an ongoing 3% productivity increase. **Individual audit days allocation needs further consideration**, due to extraordinary cyclical and other plan impacts which are identified in the plan (section 1.3 and 1.4) – there are 8 areas [*] of abnormal and exceptional plan impacts for this next plan period for which the related actions cannot be completed with existing resources.*

*For example – The time available this year is – **185 days** (CAE + SRAA).*

[] The impact of implementing new audit standards alone may be up to – **260 days**.*

The detailed material provided will enable a sound basis for decision-making including best options and priorities moving forward.

COMMITTEE RECOMMENDATION

THAT the Chief Executive Officer and Chair, Mr G Mathews review and finalise the Audit Plan.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.16 AUDIT PLAN STATUS**

File No: 5207
Authorising Officer: John Wallace - Chief Audit Executive
Author: John Wallace - Chief Audit Executive

SUMMARY

The Annual Audit Plan 2023-24 Progress Report is provided per Local Government Regulation S207 (1) (c) and for the information of the Committee.

COMMITTEE RECOMMENDATION

THAT the Audit Plan Status report be received.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.17 ANNUAL ACTIVITY REPORT**

File No: 5207
Authorising Officer: John Wallace - Chief Audit Executive
Author: John Wallace - Chief Audit Executive

SUMMARY

The Function Activity Report is a report of accomplishments for the year.

COMMITTEE RECOMMENDATION

THAT the Activity Report for the Audit and Risk Management functions be received and achievements for both be noted.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.18 RISK REGISTERS AS AT 19 APRIL 2024 - ANNUAL PRESENTATION AND QUARTERLY UPDATE**

File No: 8780
Authorising Officer: John Wallace - Chief Audit Executive
Ross Cheesman - Deputy Chief Executive Officer
Author: Kisane Ramm - Senior Risk and Assurance Advisor

SUMMARY

Annual presentation of the risk registers, including presentation of the quarterly risk register updates, as at 19 April 2024, for Audit and Business Improvement Committee's consideration.

COMMITTEE RECOMMENDATION

THAT:

- the Committee "receives" the risk register updates as at 19 April 2024, as presented in attachments 1 and 2 to this report, and recommends they be adopted by Council.
- the Committee recommends to Council that it undertake a refresher session on the Risk Register.

Recommendation of the Audit and Business Improvement Committee, 4 July 2024**9.1.19 FRAUD AND CORRUPTION RISK CHECKLIST ANNUAL PRESENTATION**

File No: 8780
Authorising Officer: John Wallace - Chief Audit Executive
Ross Cheesman - Deputy Chief Executive Officer
Author: Kisane Ramm - Senior Risk and Assurance Advisor

SUMMARY

Annual presentation of the Fraud and Corruption Risk Checklist for the committee's consideration and recommendation for adoption by Council.

COMMITTEE RECOMMENDATION

THAT the annual presentation of the Fraud and Corruption Risk Checklist as at 31 May 2024, as presented in the attachment to the report:

1. be "received" by the Committee; and
 2. is recommended by the Committee to be adopted by Council.
-

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.1 PROSPEROUS PRECINCTS GRANTS PROGRAM

File No:	15991
Attachments:	1. Draft Prosperous Precincts Grant Program Policy ↓ 2. Draft Prosperous Precincts Grant Program Procedure ↓ 3. Engagement Plan - CBD Activation 2024 ↓
Authorising Officer:	Wade Clark - Economic Development Manager Alicia Cutler - General Manager Community Services
Author:	Jack Duncan - Economic Development & Industry Engagement Advisor

SUMMARY

Advance Rockhampton seeks endorsement to launch the Prosperous Precincts Grants Program. This will fund private sector and community led initiatives that make Rockhampton's commercial precincts more appealing to visit and more sustainable to do business in.

OFFICER'S RECOMMENDATION

THAT Council:

- (a) Adopt the Prosperous Precincts Grant Program Policy (Community Policy) and Procedure as set out in the attachments;
- (b) Approves a review date of the Prosperous Precincts Grant Program Policy and Procedure of July 2025; and
- (c) Authorise the Chief Executive Officer (via delegated officers) to conduct the grant program through the 2024/25FY in accordance with the attachments.

COMMENTARY

A policy and procedure have been developed to govern the Prosperous Precincts Grant Program (PPGP) proposed to be delivered through Advance Rockhampton.

The grant invites applications from businesses, landowners, community groups, and more, to apply for up to \$5,000 (GST exc.) in funding, facilitating a project in one of two streams that directly or indirectly delivers economic benefit to the region. The Central Business District (CBD) will be the focus of the program initially.

The Modern Precincts Stream provides funding to support improvements to the appearance and patron experience of a property, enhance the streetscape appeal, and attract patronage.

The Connected Precincts Stream provides funding to assist in the delivery of placemaking and activation initiatives that provide community development outcomes, building a stronger link between the business community, visitors, and residents of the Region.

A comprehensive Business & Community Engagement Plan has also been developed to assist in greater engagement on CBD Activations. This engagement plan encompasses the PPGP, the proposed Placemaking Beef Cattle Installation and the Parking Technology. Considering the various CBD related initiatives, it is recommended that a coordinated approach is taken.

Applications will be accepted on a rolling basis from July 2024 to February 2025, with projects required to be completed by April 2025.

BACKGROUND

In addition to Council strategic frameworks, engagement with business leaders in the local government area emphasised a requirement for social and monetary investment in the region's commercial centres for a prosperous economy.

The Prosperous Precincts Program is designed to assist property and business owners in rehabilitating the commercial façades of their properties for the purpose of creating a positive visual impact, stimulating private investment, and complementing other community development efforts.

Stimulating activation and placemaking will assist in evolving commercial precincts from working hubs to vibrant multi-purpose destinations for social and cultural impact.

Advance Rockhampton anticipates better aesthetics and experiences will lead to increased property values, and improve the marketability of space within the precincts, drawing visitors, business, and residents to the area.

PREVIOUS DECISIONS

CBD ACTIVATION PROGRAM 2023/24 ECONOMIC DEVELOPMENT

COUNCIL RESOLUTION | 28 NOVEMBER 2023

THAT the matter lay on the table and be presented at a Briefing Session for further discussion.

Moved by: Councillor Wickerson

Seconded by: Mayor Williams

Councillors Williams, Fisher, Mathers, Wickerson, Rutherford, Smith, Latcham voted in the affirmative. Councillor Kirkland was not in the meeting room and did not participate in the vote.

BUDGET IMPLICATIONS

Advance Rockhampton have allocated \$80,000 from the 2024/25 operational budget towards the Prosperous Precincts Grant Program, enabling a minimum of 16 projects.

GST will be paid to approved applicants who are registered for GST.

LEGISLATIVE CONTEXT

The grant program governance is written with respects to the *Local Government Regulation 2012* (Qld).

LEGAL IMPLICATIONS

Approved applicants will enter Funding Agreements with Council, stipulating legal implications of each project respectively.

STAFFING IMPLICATIONS

The program will be administered by the Responsible Officer within Advance Rockhampton's Economic Development unit.

An assessment panel will be convened for the assessment of grant applications. The Selection Committee will be comprised of an officer from four of these six units:

- (a) Economic Development
- (b) Tourism & Events
- (c) Strategic Planning
- (d) Community Master Planning
- (e) Local Laws; and
- (f) Communities and Culture.

The assessment panel will be governed by a Terms of Reference and the Prosperous Precincts Grant Program Procedure.

RISK ASSESSMENT

An array of risk mitigation instruments has been incorporated in the development of the governing policy and procedure. Project associated risks are expected to be transferred to the applicant through the terms of the funding agreement.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Goal 3.2 Our Economy - *Our work attracts business and industry to our region.*

Corporate Plan Goal 2.2 – Our Community – *We support our communities through our activities and programs.*

Rockhampton Region Economic Development Strategy & Action Plan Outcome P5.D – *New and improved lifestyle and recreation opportunities.*

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

CONCLUSION

The Prosperous Precincts Grant Program will take a place-based approach to achieving economic and community development, foster community-led initiatives, and promote engagement between Council and local business, whilst being effectively governed by the associated policy and procedure.

PROSPEROUS PRECINCTS GRANTS PROGRAM

Draft Prosperous Precincts Grant Program Policy

Meeting Date: 9 July 2024

Attachment No: 1

PROSPEROUS PRECINCTS GRANT PROGRAM POLICY

COMMUNITY POLICY



1 Scope

This policy applies to Rockhampton Regional Council's Prosperous Precincts Grant Program available to eligible applicants for projects within the eligible location in the Rockhampton Region.

This policy does not apply to other financial assistance or sponsorship programs administered by Council, for example:

- (a) Remission of rates;
- (b) Regional Arts Development Fund;
- (c) Community Assistance Program; or
- (d) Major Sponsorship.

2 Purpose

The purpose of this policy is to:

- (a) Provide a framework, guiding principles and requirements for of the Prosperous Precincts Grant Program.
- (b) To support effective governance of the Prosperous Precincts Grant Program development and administration, assisting Council to ensure the outcomes of the program conform with its guiding principles.
- (c) This policy is designed to ensure Council funds are used appropriately and deliver best practice principles in accountability, transparency, equitability, and sustainability.

3 Related Documents

3.1 Primary

Nil

3.2 Secondary

Crime and Corruption Act 2001

Local Government Act 2009

Public Sector Ethics Act 1994

Code of Conduct

Conflict of Interest Policy and Procedure

Prosperous Precincts Grant Program Guidelines

Prosperous Precincts Grant Program Procedure

Financial Delegations Policy

Rockhampton CBD Redevelopment Framework

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Rockhampton Regional Council Corporate Plan
 Rockhampton Regional Council Operational Plan
 Rockhampton Regional Council Sustainability Strategy (Towards 2030)
 Rockhampton Region Economic Development Strategy and Economic Action Plan

4 Definitions

To assist in interpretation, the following definitions apply:

ABN	Australian Business Number
Acquittal	Finalising the terms of the funding agreement.
Approving Officer	The CEO or their authorised officer.
CEO	Chief Executive Officer A person who holds an appointment under section 194 of the <i>Local Government Act 2009</i> . This includes a person acting in this position.
Council	Rockhampton Regional Council
Funding	Includes financial assistance and in-kind support by Council in accordance with this policy.
Funding Agreement	A contract between Council and the funding recipient that details how support will be provided and what the recipient is obliged to do to receive the support.
Grant	The provision of cash and/or in-kind support by Council to help entities deliver their projects.
GST	Goods and Services Tax
In-kind	Products, services and other Council resources provided in lieu of cash, valued at full commercial rate. Examples include, waiving or discounting venue hire charges, promotion and marketing, assistance with project delivery.
Project	The program, activity, event, works or items an applicant will deliver using the grant.
Region	Rockhampton Regional Area defined by the Local Government Areas of Queensland.

5 Policy Statement

The Prosperous Precincts Grants Program is a discretionary funding program created to:

- (a) Take a place-based approach to achieving economic and community benefits;
- (b) Foster community-led initiatives; and
- (c) Promote engagement between Council and local business.

Council is committed to improving the local economy through supporting initiatives and activities that are in the public interest, providing social, environmental, and economic benefits to the Region.

Council determines the priorities of the Prosperous Precincts Grant through the Rockhampton Region Economic Development Strategy. Eligibility criteria, funding amounts (such as maximum funding per project) and conditions for funding for each instance of the grant may be updated to reflect Council's focus and/or priorities.

5.1 Guiding Principles

The expectations of both Council and third parties seeking funding through the grant program are informed by the following guiding principles.

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5.1.1 Economic and Community Development

Principles of economic and community development include:

- (a) Stimulate local spend and employment opportunities to achieve targeted economic growth;
- (b) Improve the variety of recreational, social and cultural activities, programs and services available to residents of the Region;
- (c) Promote the relationship between the community and the precinct, and community activity, including visitation;
- (d) Enhance the capability and sustainability of business in the precinct;
- (e) Catalyse inward commercial investment; and
- (f) Improve community experience and character of the locality.

5.1.2 Good Governance

Principles of good governance include:

- (a) Align with Council’s values, policies, operational plans and strategic frameworks;
- (b) Ensure the relationship established by virtue of the grant application is upheld with integrity and the delivery of tangible benefits to the community;
- (c) Ensure the relationship established by virtue of the grant application does not harm or diminish the name or reputation of Council or bring Council’s name into disrepute, scandal, or ridicule; and
- (d) Ensure due diligence is applied in the application and assessment processes.

5.2 Prosperous Precincts Grant Program

The Prosperous Precincts Grant Program provides financial assistance and additional in-kind support to eligible applicants for activities within the eligible location through two funding streams: Modern Precincts and Connected Precincts.

5.2.1 Grant Program Streams

5.2.1.1 Modern Precincts Stream

The Modern Precincts Stream provides funding to support businesses and landowners to improve the appearance and patron experience of their property, enhance the streetscape appeal, attract patronage and stimulate the economy.

5.2.1.2 Connected Precincts Stream

The Connected Precincts Stream provides funding to assist in the delivery of initiatives that provide community development outcomes, building a stronger link between the business community, visitors, and residents of the Region.

5.2.2 Program Funding and Grant Allocations

The grant funding pool and distribution between streams is determined as part of the annual Council budget formation and budget reviews and its alignment to the Economic Development Strategy.

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5.3 Eligibility

5.3.1 Applicant Eligibility

Applicants must:

- (a) Actively hold appropriate levels of insurance;
- (b) Have no outstanding acquittals or compliance issues from past Council grants, sponsorships or other funding arrangements with Council;
- (c) Have demonstrated capacity to successfully manage the project;
- (d) Have not received funding for the same project from another Council grant, sponsorship or support program; and
- (e) Have no outstanding debt to Council.

Applicants must not:

- (a) Be a government agency or a department of a local, state and federal government, nor collaborating with one on the project.
- (b) Where an applicant does not meet one or more of the above eligibility criteria an application may be made on their behalf by another organisation. The application must explicitly state this.
- (c) Only one application per entity will be accepted.

5.3.2 Eligible Projects

To be eligible for the Prosperous Precincts Grant Program, applications must:

- (a) Be for projects delivered in the eligible location in paragraph 5.3.3;
- (b) Adhere to the terms and conditions prescribed in this policy;
- (c) Demonstrate value for money;
- (d) Demonstrate a tangible economic and/or social benefit to the Region;
- (e) Have consent from the landowner of the property on which the project is being delivered;
- (f) Have the appropriate permissions and approvals for the project (for example, development approval, local law permits) or provide a statement of intent to secure such permissions;
- (g) Not duplicate existing products or services in the area;
- (h) Be able to complete the project within the specified timeframe; and
- (i) For the modern precinct stream program, demonstrate that the applicant is committed to commencing or continuing operations where the project is delivered.

Applications that do not meet the eligibility requirements will be ineligible for funding.

5.3.3 Eligible Locations

Applicants are required to deliver their project within the eligible locations as defined by the following map.

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Eligible Location

5.4 Funding and Payment Conditions

All applicants are required to contribute towards the project costs. For each \$1 (exc. GST) granted by Council, the applicant is expected to contribute \$1 (exc. GST).

Grant funding is available to cover up to 50% of the costs of an eligible project to a maximum of \$5,000 (exc. GST) per application. Funds are paid to the applicant upon successful completion of the project and an acquittal report.

An ABN is not mandatory but should be provided in the application form if the applicant has one. The ABN will assist in eligibility checks and, should the application be approved, be used for tax purposes relating to the grant. An ATO Statement by a Supplier Form will be provided to approved applicants without an ABN, which must be returned with the Funding Agreement to be funded.

Grant funds must only be attributed to eligible expenses.

Approved applicants are required to enter into a Funding Agreement.

Variations to the Funding Agreement may be considered if proposed to Council before the project completion date.

Approved applicants are subject to reporting and acquittal requirements. The requirements and timeframes are outlined in the Funding Agreement and the Prosperous Precincts Grant Program Procedure.

Approved applicants are required to:

- (a) Acknowledge Council's financial support in any promotion, publication, or advertising of the project;
- (b) Register any associated community events on [Council's events calendar](#); and
- (c) Participate in a Council-coordinated media opportunity upon request.

Applicants are required to use local goods and services where possible. Council reserves the right to reject items recorded upon acquittal submission where Council deems local goods or services were appropriate and accessible, unless otherwise justified in writing by the applicant.

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5.4.1 Ineligible Expenses

Grant funding must not apply to expenses that:

- (a) Are not directly related to the delivery of the project;
- (b) Have been incurred before the Funding Agreement is signed (retrospective payments, reimbursement for past expenses, etc);
- (c) Do not have evidence to support the expenses;
- (d) Are of material benefit to individual members of the organisation (for example, t-shirts, uniforms, personalised equipment);
- (e) Are associated with prizes, goods or services that are awarded to others;
- (f) Include salaries or regular operational expenses (for example, bookkeeping fees, utilities);
- (g) Contribute to alcohol, tobacco or gambling related activities, insurance premiums, or personal expenses; or
- (h) Are already funded by alternate Council funding programs.

5.5 Application Process

The application process is detailed in the Prosperous Precincts Grant Program Procedure.

Applications must meet the eligibility criteria as outlined in this policy.

Applications are accepted and assessed on a continuous basis until the funding is completely allocated.

5.6 Assessment and Approval Process

Grant applications are assessed consistently in accordance with the guiding principles and eligibility criteria outlined in this policy and the assessment matrix in the Prosperous Precincts Grant Program Procedure. An assessment panel will be convened to assess applications and make recommendations of recipients to the approving officer for approval.

Applications will be accepted until the funding is allocated in full.

5.7 Policy Non-Compliance

Failure to comply with this policy may result in non-compliance and adverse impacts on the Council and failure to meet outcomes for the community.

In the circumstance that a successful applicant has not complied with this policy or the Funding Agreement, the following actions are considered:

- (a) The funding recipient is made ineligible to apply for future Council funding for a period of at least three years; and
- (b) At the discretion of the Chief Executive Officer, funds may not be given to the recipient.

5.8 Community Standards

Council reserves the right to reject an application or terminate a Funding Agreement on the premise that a project:

- (a) Is perceived or may be perceived to portray people or depict material in a way that discriminates against, vilifies, is demeaning to, or likely offensive to any person or any section of the community on account of race, ethnicity, nationality, sex, age, sexual preference, religion, disability, or political belief; or
- (b) Has the potential to have an adverse impact on the reputation of, or public confidence in, Council.

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5.9 Sustainable Practices

Council is committed to putting sustainability into action through its corporate commitments and governance arrangements; its strategies, services, and operations; and its community programs and partnerships.

Council works together with local residents, communities, businesses, industries and other levels of government to achieve the strategic priorities. Applicants are to consider the inclusion of sustainable and resilient outcomes outlined in Council's Sustainability Strategy (Towards 2030).

These strategic priorities are further supported by Council's Environmental Sustainability Policy.

6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) As required by legislation
- (b) The related information is amended or replaced; or
- (c) Other circumstances as determined from time to time by the Council.

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Policy Owner	General Manager Community Services
Policy Quality Control	Legal and Governance



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PROSPEROUS PRECINCTS GRANTS PROGRAM

Draft Prosperous Precincts Grant Program Procedure

Meeting Date: 9 July 2024

Attachment No: 2

PROSPEROUS PRECINCTS GRANT PROGRAM PROCEDURE



1 Scope

This procedure prescribes the roles and responsibilities of Council Officers involved in the facilitation of Rockhampton Regional Council's Prosperous Precincts Grant Program.

This procedure applies to all third parties requesting funding from Council through the Prosperous Precincts Grant Program.

2 Purpose

The purpose of this procedure is to guide the execution of the application, assessment and approval processes associated with the Prosperous Precincts Grant Program.

3 Related Documents

3.1 Primary

Prosperous Precincts Program Policy

3.2 Secondary

Association Incorporation Act 1981

Crime and Corruption Act 2001

Local Government Act 2009

Local Government Regulation 2012

Public Sector Ethics Act 1994

Prosperous Precincts Grant Program Application Form

Prosperous Precincts Program Guidelines

Code of Conduct

Conflict of Interest Policy and Procedure

EFT Details Form

Funding Agreement Template

Payment Exemption Authority Form

4 Definitions

To assist in interpretation, the following definitions apply:

Acquittal	Finalising the terms of the funding agreement.
Applicant	An entity applying for a prosperous precincts grant.
Approving Officer	The CEO or their authorised officer.

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Assessment Matrix	A tool for describing and assessing the levels of achievement against the assessment criteria.
Assessment Panel	Employees responsible for assessing each application.
CEO	Chief Executive Officer A person who holds an appointment under section 194 of the <i>Local Government Act 2009</i> . This includes a person acting in this position.
Conflict of Interest	A conflict; whether actual, perceived, or potential; between official duties in serving the public interest and personal interests.
Council	Rockhampton Regional Council.
Employee	Local government employee: (a) The CEO; or (b) A person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Funding	Includes financial assistance and in-kind support in accordance with this procedure.
Funding Agreement	A contract between Council and the funding recipient that details how support will be provided and what the recipient is obliged to do to receive the support.
Grant	The provision of cash and/or in-kind support to help entities deliver their projects.
Project	Refers to the program, activity, event, works or items an applicant will deliver using the grant.
Responsible Officer	The officer authorised to administer the Prosperous Precincts Grant Program.

5 Procedure

5.1 Receipt of Application

The Responsible Officer responds in writing to the applicant advising that Council has received the application and will commence a review of the application.

5.2 Review and Assessment of Application

5.2.1 Review of Application

The Responsible Officer reviews the application to ensure the applicant has responded to all questions and provided the requested supporting documentation and confirms that:

- (a) The form has been completed entirely and sufficiently;
- (b) All supporting documentation has been supplied; and
- (c) The application meets eligibility requirements and applicable funding conditions.

The Responsible Officer requests any missing information from the application prior to progressing the application further. This request will be made in writing or verbally in meeting with the applicant.

5.2.2 Distribute Application to Assessment Panel

The Responsible Officer circulates the application and supporting documentation to the nominated assessment panel members.

5.2.3 Assessment

The assessment panel will review the applications and supporting documentation in accordance with the criteria outlined in the Prosperous Precincts Grant Program Policy.

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Assessment will be conducted consistently utilising the following Assessment Matrix. Applications are assessed against the below assessment matrix. Applications with a result of below 50% overall, may not be eligible for funding.

1	The project demonstrates value for money (for example, quality of the project, how large of an impact will the project have on the community or the economy, achieving more with less).	up to 25%
2	The project has planning, budgeting and management in place (for example, experience of delivery in a similar project, project risk management plan, business plan, detailed project budget).	up to 10%
3	The project considers sustainable and resilient outcomes and aligns with Council's Sustainability Strategy (for example, innovation in waste management, accessibility and reconciliation practices, environmental conservation).	up to 10%
4	The extent to which the project contributes to the guiding principles of the policy.	up to 55%

5.3 Approval Process

5.3.1 Assessment Panel's Recommendation

Following assessment of the applications, the Responsible Officer prepares a memo reflecting the position of the assessment panel to the approving officer, with a recommended decision.

5.3.2 Approving Officer's Decision

The Approving Officer reviews the memo and approves or denies the application.

5.4 Notification of Application Outcome

Applicants will be notified via email of the outcome of their application within 30 calendar days of the receipt of the application and all supporting documents.

5.4.1 Approved Applicants

The Responsible Officer drafts a Funding Agreement using the Funding Agreement Template.

The Approving Officer reviews the draft Funding Agreement.

Successful applicants will be emailed an approval letter and a Funding Agreement. The agreement will include terms and conditions of the grant, as well as contact and payment details.

The applicant is required to complete, sign, and return the Funding Agreement within 14 calendar days of receipt.

The Approving Officer signs the Funding Agreement.

5.4.2 Unsuccessful Applicants

Unsuccessful applicants will be notified by the Responsible Officer via email.

Unsuccessful applicants may seek feedback from the Responsible Officer on how their application could be further developed.

Applications that meet eligibility requirements and align with the grant program guiding principles may not be successful due to funding limitations. Such applications may be preserved for future consideration if the applicant consents.

5.5 Assessment Panel

An assessment panel will be convened to assess and recommend applications for the Prosperous Precincts Grant Program to the approving officer.

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The assessment panel will be comprised of at least four employees each from one of the following units respectively:

- (a) Economic Development;
- (b) Tourism and Events;
- (c) Strategic Planning;
- (d) Community Master Planning;
- (e) Local Laws; and
- (f) Communities and Culture.

The Responsible Officer is excluded from the assessment panel.

5.6 Conflict of Interest

Employees involved in grant application assessment and approval processes are required to declare any conflicts of interests prior to assessing and/or approving any applications. This process ensures that any potential, actual or perceived conflicts of interest are promptly identified and managed appropriately.

In the event of a conflict of interest, the relevant employee must decline to participate in any discussion or decision about the application and have this declaration noted.

Refer to Council’s Conflict of Interest Policy and Procedure for more information on managing conflicts of interest.

5.7 Acquittal and Reporting

5.7.1 Verification of Expenses and Report of Outcomes

All approved applicants are subject to acquittal and reporting requirements as outlined in the Funding Agreement.

This will include:

- (a) Brief overview of the project;
- (b) Details of the project activities and outcomes;
- (c) Final project costings, including co-contributions;
- (d) Additional information such as photos, supporting reports, etc. can also be included; and
- (e) Proof of having acknowledged Council in any promotion, publication, or advertising associated with the project.

Acquittal and reports are to be submitted to the Responsible Officer via email within 30 calendar days of complete project delivery, or complete expenditure of the amount of funding in the funding agreement.

5.7.2 Review of Acquittal and Outcomes Reporting

The Responsible Officer will receive the reports and issue an acknowledgement of receipt to the reporting applicant.

The Responsible Officer will verify the expenditure and review the compliance of the project with the terms of the executed Funding Agreement.

The Responsible Officer will notify the applicant of the satisfaction of the acquittal stage, or alternatively request further justification and/or supporting documentation.

The acquittal and supporting documentation may be subject to further review by an independent auditor.

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5.8 Payment of Grant

Upon successful review of the acquittal and outcome reporting, and adherence to the Funding Agreement, the applicant will become eligible for grant payment.

Once deemed eligible for grant payment, the Responsible Officer will forward an EFT Details Form to the recipient for completion. The Responsible Officer completes a Payment Exemption Authority Form and attaches the completed EFT Details Form.

The funds will be transferred to the account nominated in the Funding Agreement within 14 calendar days of the notification of satisfactory acquittal.

5.9 Non-compliance

Where the applicant is non-compliant with the terms of the executed Funding Agreement, the Prosperous Precincts Grant Program Policy, or this Procedure, the Responsible Officer will take action in accordance with the Prosperous Precincts Grant Program Policy and the funding agreement.

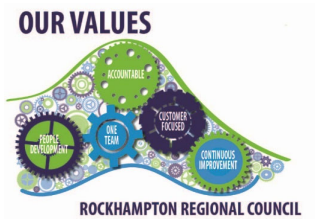
6 Review Timelines

This procedure is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by the CEO.

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Policy Owner	General Manager Community Services
Policy Quality Control	Legal and Governance



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PROSPEROUS PRECINCTS GRANTS PROGRAM

Engagement Plan - CBD Activation 2024

Meeting Date: 9 July 2024

Attachment No: 3

***Rockhampton Regional Council
Business & Community Engagement Plan
CBD Activations***

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Business & Community Engagement Plan: CBD Activations

1. Trigger for Business & Community Engagement

Rockhampton Regional Council (the Council) has identified the need to deliver a more vibrant and activated Rockhampton CBD as part of the Rockhampton Region Economic Action Plan (2024-2028).

The Council in its 2024/25 Operational Plan has an action to increase engagement in the Rockhampton CBD.

The trigger for this proposed engagement is the Prosperous Precincts Grants Program, the Public Beef Cattle Installation Concept and the Parking Technology Implementation Project.

These initiatives were put to Council (28 November 2023) which at the time further work was requested by Council to be completed on both before seeking a resolution to proceed.

As these initiatives are anticipated to be rolled out at approximately the same time there are opportunities for both to utilise common engagement platforms (where appropriate) with additional communication methods utilised for each initiative to ensure effective engagement is completed.

2. Reason for Engagement

The Rockhampton CBD is the region's city centre for activity.

However over the last 10-15 years the Rockhampton CBD has been challenged in its growth aspirations by:

- Competition from larger shopping centres.
- Reduced discretionary spend due to cost of living and inflationary pressures.
- The alignment of larger take-away restaurants along major arterial roads.
- The progression of online trading platforms rather than traditional bricks and mortar retail.

There are two keys to assist the CBD create generate vibrancy and activity, these are:

1. Dedicated external engagement with business owners, property owners and residents – whether it be to create greater foot traffic, the creation of place making initiatives or undertaking activations – large and small.
2. Dedicated internal engagement where a range of programs within the Rockhampton CBD would benefit from a more coordinated approach from Council.

It is proposed the successful implementation of the Business & Community Engagement Plan: CBD Activations for the grants program, beef cattle installation concept and the Parking technology implementation overall will help to improve the following aspects:

- Businesses development in the CBD.
- Engagement with the CBD
- Enhanced visual aesthetics of the CBD.
- Community pride in the CBD.
- Generate greater foot traffic in the CBD.

3. Background

Prosperous Precincts Grants Program

The proposed program was inspired by the success of previous activities of a similar nature which achieved multiple goals for the Council and the CBD's development.

The CBD Façade Improvement Scheme 2017/2018 received 32 applications when it was initially undertaken and made a significant visual improvement to the CBD.

Rockhampton Regional Council

Page 2

Business & Community Engagement Plan: CBD Activations

Unlike the CBD Façade Improvement scheme the Prosperous Precincts Grants Program would be public led and cover a wider range of eligible projects and would be available to businesses in the CBD and those that wish to utilise the CBD for activations.

The grants program will enable applicants to complete a project focused on improving the visual appeal of the eligible property, or to create an activation in the CBD to benefit of the wider community.

Beef Cattle Placemaking Installation Concept

Whilst the region has various Beef Cattle installations along major roads / arterials there are currently no Beef Cattle installations which provide photo opportunities in Rockhampton.

In addition to creating a visitor attraction in the heart of Rockhampton City the installation also strives to improve public safety, by removing risks associated with sightseers taking photos alongside arterials and crossing multi-lane roads.

This initiative is aimed at leveraging the region's identity as the 'Beef Capital' providing a photo opportunity for locals and visitors which will help to promote Rockhampton, particularly on the social media landscape.

Parking Technology Implementation

Council has had timed parking limits in the CBD for a considerable time.

Parking limits are designed to provide greater accessibility for customers in the CBD across the day by increasing the rate at which parking spaces become available, enabling greater foot traffic and increased trade for businesses.

The proposed Licence Recognition Parking Technology (LPR) creates a greater operational efficiency as the new system uses a vehicle-mounted sensor to identify a car and its movements, rather than a Local Laws Officer having to manually chalk vehicles.

In 2023, the Parking Technology was trialled with the outcome being positive, with risks associated with monitoring parking and conducting enforcement measures either reduced or eliminated and the efficiency of the parking patrols increased as a result.

4. Target audiences

External

Rockhampton CBD Property Owners (Commercial & Residential)

Rockhampton CBD Business Owners

Rockhampton CBD Tenants

Rockhampton CBD Residents

Rockhampton CBD Workers

Community which uses the CBD for business and/or recreation purposes

5. Objectives

- Increase engagement in the CBD with external target audiences and the broader community.
- Raise awareness of the Prosperous Precincts Grants Program with CBD property owners, CBD business owners and the broader community, focusing on the grants streams and process.
- Ensure that the CBD Grants Program is fully subscribed in the 2024/25 FY period.
- Raise awareness of the funding opportunity and process for the Beef Cattle Placemaking Installation to assist in its funding.
- Raise awareness of the new parking technology and its implementation.

6. Key messages

- Council is rolling out a suite of new initiatives designed to help further activation of the CBD
- The CBD Grants Program will support CBD businesses to modernise their shops and increase visitation and foot traffic.

Business & Community Engagement Plan: CBD Activations

- Rockhampton is the Beef Capital and a community led cattle installation will pay homage to this significant industry.
- The Parking Technology assists CBD activation through a more efficient parking monitoring system which will assist with increasing visitation and foot traffic.
- Those seeking all day parking to the CBD can continue find these opportunities in the riverfront carparks, outside the Pilbeam Theatre, and in lots off Alma Street and on-street parking across the CBD.

7. Level of Engagement

There are different public participation levels ranging from inform, consult, involve, collaborate & empower.

External stakeholder and community engagement for these CBD Activation initiatives are mostly at an inform level with the exception of the engagement on the identification of the cattle breed and material which would be at a consult level.

Internal Engagement within Council is at a Collaboration level.

As this engagement would be considered having a higher level of real or perceived impact, methods have been identified to help effectively communicate the initiatives.

8. Methods of Engagement

Prosperous Precincts Program

- Written correspondence to all CBD Property Owners (commercial & residential) and to CBD Business Owners regarding the Prosperous Precincts Program.
- Face to face engagement with CBD Businesses – provision of CBD flyer.
- Media release.
- Media opportunity.
- Facebook advertising campaign.
- LinkedIn post.
- Advance Rockhampton webpage – aim of the grant, grant application, process and fact sheet.
- Central Contact Point (Advance Rockhampton).

Beef Cattle Installation Concept

- Written correspondence to all CBD Property Owners (commercial & residential) and to CBD Business Owners regarding the proposed Beef Cattle Installation.
- Face to face engagement with businesses in the direct vicinity of the proposed Beef Cattle installation
- Advance Rockhampton webpage – CBD Beef Cattle installation, location, how to sponsor etc...
- Face to face and correspondence with the Beef sector regarding the Beef Cattle installation proposal, sponsorship pack.
- Individualised Beef Cattle Placemaking flyer for the CBD.
- Online survey of community on preferred cattle breed and material.
- Central Contact Point (Advance Rockhampton).

Parking Technology Implementation

- Written correspondence to all CBD Property Owners (commercial & residential) and to CBD Business Owners regarding the new technology.
- Addition of Local Laws Tile on the Council website outlining the new technology.
- Notice in the newspaper – CQToday – moving with the times.
- Facebook post via the Council Facebook page – moving with the times.
- Individualised Parking Technology flyer
- Online fact sheet (inclusion of all day parking opportunities).
- Central Contact Point (Customer Service).

Business & Community Engagement Plan: CBD Activations

9. Implementation Schedule

Task	Date	Resources
Council reports (Prosperous Precincts Grants Program and Beef Cattle Installation)	9 July 2024	Economic Development
Council report (Parking Technology Implementation)	9 July 2024	Local Laws
Prosperous Precincts Grants Media Op, landing page on Advance Rockhampton website goes live	9 July 2024	Economic Development
Briefing session with Customer Service	9 July 2024	Economic Development / Local Laws
Written correspondence to CBD property owners / business owners on the Grants Program	11 July 2024	Economic Development
Grants Program Facebook social media campaign	16 July 2024	Economic Development
Grants Program Flyers ready for distribution to businesses (Face to face engagement). Highlight additional initiative communications coming.	16 July 2024	Economic Development
Briefing session with Customer Service	24 July 2024	Economic Development / Local Laws
Written correspondence to CBD property owners and business owners on Parking Technology Implementation and all-day parking opportunities	25 July 2024	Local Laws / Communications & Engagement
Local Laws Tile (Council website) including fact sheet	25 July 2024	Local Laws / Communications & Engagement
Facebook post via the Council Facebook page – moving with the times.	31 July 2024	Local Laws / Communications & Engagement
Notice in CQToday	31 July 2024 & 3 August 2024	Local Laws / Communications & Engagement
Monthly Advance Rockhampton Newsletter – CBD initiatives	1 August 2024	Economic Development
Face to face engagement with CBD property owners in close vicinity of the proposal	1 August 2024	Economic Development
Written correspondence to CBD property owners / business owners on Beef Cattle Placemaking Installation Concept	8 August 2024	Economic Development
Placemaking landing page on Advance Rockhampton website goes live	8 August 2024	Economic Development
Launch online community survey preferred cattle breed and material.	8 August 2024	Economic Development
Finalise online community survey	9 September 2024	
Council report – community findings – preferred option	24 September	Economic Development
Beef Cattle Installation Sponsorship launch	1 October 2024	Economic Development
Face to face engagement with the Beef sector regarding the Beef Cattle Installation sponsorship	From 1 October 2024	Economic Development

11.2 BEEF CATTLE PLACEMAKING INSTALLATION COMMUNITY ENGAGEMENT

File No: 11359
Attachments: Nil
Authorising Officer: Wade Clark - Economic Development Manager
Alicia Cutler - General Manager Community Services
Author: Jack Duncan - Economic Development & Industry
Engagement Advisor
Amanda Hinton - Senior Advisor Economic
Development

SUMMARY

Advance Rockhampton seeks approval to research options for the proposed public Placemaking Beef Cattle Installation in the Rockhampton Central Business District (CBD). This includes undertaking community engagement on the design, breed and material for the placemaking piece. Council officers will also source prospective costs with a future report to be delivered to Council.

OFFICER'S RECOMMENDATION

THAT Council endorse community engagement to be undertaken on the design, breed, and material for a proposed Beef Cattle placemaking installation in the CBD.

COMMENTARY

While several beef cattle public installations exist, many are not suitable for visitors to physically interact with, nor to take photos with and share via social media. The proposed Placemaking Beef Cattle Installation in the Rockhampton CBD riverfront precinct aims to address this and further support the promotion of the region's Beef Capital brand.

It is recommended that a comprehensive Business & Community Engagement Plan on CBD activations including a specific survey on the proposed Beef Cattle Placemaking Installation is undertaken to help inform the Council of the community's perspective. The engagement plan for the Beef Cattle Placemaking, is incorporated into a wider engagement plan for the Prosperous Precincts Grants program which is reported under separate cover.

BACKGROUND

The recommendation was brought to Council as a component of a broader CBD activation scheme aiming to improve the visitor experience during Beef 2024. Advance Rockhampton still sees economic and social benefit to realising the project.

PREVIOUS DECISIONS

CBD ACTIVATION PROGRAM 2023/24 ECONOMIC DEVELOPMENT

COUNCIL RESOLUTION | 28 NOVEMBER 2023

THAT the matter lay on the table and be presented at a Briefing Session for further discussion.

Moved by: Councillor Wickerson.

Seconded by: Mayor Williams

Councillors Williams, Fisher, Mathers, Wickerson, Rutherford, Smith, Latcham voted in the affirmative. Councillor Kirkland was not in the meeting room and did not participate in the vote.

BUDGET IMPLICATIONS

Advance Rockhampton have allocated \$20,000 from the 2024/25 operational budget towards CBD activation – Placemaking Beef Cattle installation.

LEGISLATIVE CONTEXT

There is no legislative context applicable to the recommendation.

LEGAL IMPLICATIONS

No legal implications are applicable at this stage.

STAFFING IMPLICATIONS

Advance Rockhampton staff will undertake business and community engagement regarding the proposed Placemaking Beef Cattle installation including the survey.

RISK ASSESSMENT

No risks arise from the recommendations of this report.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Goal 3.2 Our Economy - *Our work attracts business and industry to our region.*

Corporate Plan Goal 2.2 – Our Community – *We support our communities through our activities and programs.*

Rockhampton Region Economic Development Strategy & Action Plan Outcome P5.D – *New and improved lifestyle and recreation opportunities.*

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

CONCLUSION

The proposed engagement on the Beef Cattle Placemaking Installation will help inform the Council of the community's perspective on the installation including what breed and material is preferred. Advance Rockhampton will continue to collaborate internally with respective Council units to ensure all requirements for a proposed installation can be met.

Longer term it is anticipated that the installation will introduce a new experience to visitors and residents of Rockhampton. Future sponsorship opportunities of the installation would ensure a cost-effective project delivery.

11.3 2025 ROCKHAMPTON AGRICULTURAL SHOW PUBLIC HOLIDAY

File No: 14298
Attachments: Nil
Authorising Officer: Zac Garven - Tourism and Events Manager
Angus Russell - Executive Manager Advance
Rockhampton
Author: Eileen Brown - Events Coordinator

SUMMARY

Each year the Queensland Government invites Council to nominate a date for the granting of a special public holiday for the holding of the annual agricultural show. The proposed date for this holiday in 2025 is Thursday 12 June.

OFFICER'S RECOMMENDATION

THAT Council authorises the Chief Executive Officer (or delegate) to complete the on-line form, nominating Thursday 12 June 2025 as a special agricultural show holiday for the Rockhampton Regional Council region.

COMMENTARY

The Office of Industrial Relations, Department of Education has invited Council to nominate a date for a special holiday for the 2025 agricultural show. The nomination process requires the Chief Executive Officer to complete an on-line form and submit no later than 12 July 2024. The Queensland Chamber of Agricultural Societies has advised that the 2025 Rockhampton Show is suggested that Thursday 12 June 2025 be a special holiday for the 2025 Rockhampton Agricultural Show

BACKGROUND

Each year the Queensland Government invites Council to nominate a date for the granting of a special public holiday for the holding of the annual agricultural show.

PREVIOUS DECISIONS

Annual nomination of show holiday.

BUDGET IMPLICATIONS

There are no budget implications to be considered.

LEGISLATIVE CONTEXT

Section 4 of the Holidays Act 1983, the Minister for Industrial Relations appoints the holiday for the Rockhampton Region for the purpose of the Rockhampton Agricultural Show

LEGAL IMPLICATIONS

Outside the requirements of Section 4 of the Holiday Act 1983 as noted in this report, there are no additional relevant legal implications for consideration.

STAFFING IMPLICATIONS

Not Applicable

RISK ASSESSMENT

Not Applicable

CORPORATE/OPERATIONAL PLAN

Corporate Plan Goal 2.1: Our places and spaces enhance the liveability and diversity of our communities. Effort: We encourage diversity of community events and innovative use of our places and spaces.

Corporate Goal 3.3: Our work attracts visitors to the Region. Effort: We design places and deliver events that encourage visitors to come and stay

CONCLUSION

It is recommended that Council authorise the Chief Executive Officer (or delegate) to complete the on-line form, nominating Thursday 12 June 2025 as a special agricultural show holiday for the Rockhampton Regional Council region.

11.4 PARKING TECHNOLOGY IMPLEMENTATION

File No:	1934
Attachments:	Nil
Authorising Officer:	Doug Scott - Manager Planning and Regulatory Services Alicia Cutler - General Manager Community Services
Author:	Jon Buckenham - Coordinator Local Laws

SUMMARY

On 28 November 2023, the Parking Technology Implementation was laid on the table for further consideration. Officers are presenting the Engagement Plan to Council for consideration and adoption.

Council is in the final stage of implementation of the Licence Plate Recognition Parking Technology to detect parking breaches more effectively and increase the safety of officers undertaking the patrols. As part of the implementation, officers intend to consult with the community making them adequately aware of the change in technology and the way in which infringements will be received.

OFFICER'S RECOMMENDATION

THAT Council resolve to adopt the Engagement Plan and associated schedule to undertake consultation with the community in relation to the new Parking Technology.

COMMENTARY

A safer and more efficient method of undertaking parking patrols has been identified, being Licence Plate Recognition (LPR) Parking Technology. This method includes infringements being issued via mail instead of attaching infringements to vehicles. The technology has been trialed and identified the system is capable of meeting current requirements whilst eliminating risk to officers and increasing efficiency.

The increase in efficiency has a potential benefit to the community in the form of improved availability and turnover of parking allowing for visitors and customers to visit and invest in our Central Business District (CBD).

On 28 November 2023 the matter was laid on the table for further consideration and investigation.

As part of the investigations the impacts on the community have been considered including the amount of available parking, any need for an increase in all-day parking and likely impact on businesses.

Officers have undertaken surveys of key all-day parking sites in close proximity to the CBD and has identified generally they range from 57% to 70% utilised.

These surveys demonstrated there is sufficient all-day parking within close proximity to the CBD and our parking stock has the capacity to handle the change in parking behavior as a result of implementing the LPR Technology and infringements being received via mail.

Officers identified formal community consultation will provided invaluable information into the communities needs in the field of parking enforcement or possible progression to different parking methods.

Advance Rockhampton have developed the Engagement Plan in conjunction with the CBD initiatives.

Officers are seeking Council to adopt the Engagement Plan below, to provide the community with the opportunity to provide feedback on the new technology, process for receiving infringements, current parking behavior and perceived change to parking behaviour with new technology.

Engagement Plan

Parking Technology

- Written correspondence to all CBD Property Owners (commercial & residential) and to CBD Business Owners regarding the new technology.
- Survey launched on Engage Rockhampton to collect feedback.
- Face to face engagement with delivery of Parking Flyers.
- Addition of Local Laws Tile on the Council website outlining the new technology.
- Notice in the newspaper – CQToday – moving with the times.
- Facebook post via the Council Facebook page – moving with the times.
- Individualised Parking Technology flyer.
- Online fact sheet (inclusion of all day parking opportunities).
- Central Contact Point (Customer Service).

Implementation Schedule

Task	Date	Resources
Council report (Parking Technology Implementation)	9 July 2024	Local Laws
Briefing session with Customer Service	9 July 2024	Economic Development / Local Laws
CBD Grants Flyers and Parking Flyers ready for distribution to businesses and commence Face to face engagement.	16 July 2024	Economic Development / Local Laws / Communications & Engagement
Survey launched on Engage Rockhampton to collect feedback	16 July 2024	Local Laws / Communications & Engagement
Briefing session with Customer Service	24 July 2024	Economic Development / Local Laws
Written correspondence to CBD property owners and business owners on Parking Technology Implementation and all-day parking opportunities	25 July 2024	Local Laws / Communications & Engagement
Local Laws Tile (Council website) including fact sheet	25 July 2024	Local Laws / Communications & Engagement
Facebook post via the Council Facebook page – moving with the times.	31 July 2024	Local Laws / Communications & Engagement
Notice in CQToday	31 July 2024 & 3 August 2024	Local Laws / Communications & Engagement
Finalise survey	6 August 2024	Local Laws
Collate result and return to Council for implementation consideration	27 August 2024	Local Laws

BACKGROUND

Council currently undertakes patrols of the Region for parking offences as delegated by the State. These patrols are currently using sensor technology which increased our efficiencies from previous parking operation where each vehicle was manually chalked.

Modification of parking patrols was identified as a result of safety concerns and subsequent site/hazard inspections. Risk assessments identified the need for further control measures to safeguard officers safety.

Investigation into alternative methods that reduced the risks of heat exposure, fatigue, uneven surfaces, working on roads and abuse / threats from persons in the community were undertaken. It was identified technology had advanced in the LPR field creating efficiency over the sensor technology whilst also eliminating the hazards identified as part of the risk assessment.

The LPR technology was investigated and a trial commenced. The outcome of the trial was positive with the safety aspects of the task being reduced or eliminated and the efficiency of the parking patrols increased as a result.

It was also identified moving from the current operations created operational savings as the new technology was not as expensive to operate. The operation savings were approximately \$100,000.

PREVIOUS DECISIONS

On 28 November 2023 Council laid the matter on the table for further consideration.

BUDGET IMPLICATIONS

The 2024/2025 budget has incorporated the projected revenue and savings for the implementation of LPR Parking Technology.

Delays in implementation will increase expenses as a result of the continued use of the sensor technology whilst also expending the cost of the LPR Parking Technology.

Delays in implementation will reduce revenue as Officers have reduced efficiency in parking infringements during the period.

LEGISLATIVE CONTEXT

There are no legislative impacts on community consultation or implementation of the LPR Parking Technology in relation to enforcement.

Implementing the LPR Parking Technology strives to meet Council obligations to its workers under the Workplace Health and Safety Act by providing safe work practices.

LEGAL IMPLICATIONS

Council currently issues infringements to the community understanding the right of the community members to elect to have the matter heard in Court. There is no change to the legal implications to Council with the change of technology or delivery method.

STAFFING IMPLICATIONS

A significant delay may cause staffing implications due to the ongoing risks. Abuse and threatening behavior from the public has increased significantly in recent times with minimal long term risk mitigation strategies except the halting of all parking patrols.

There are no additional staff required to operate the LPR Parking Technology.

RISK ASSESSMENT

Risks under current conditions	Consequence	Likelihood	Risk Rating	Control Measures
Psychosocial Hazards	Major	Almost Certain	VH2	Debriefing / Reduced parking patrols (SHORT TERM CONTROL ONLY)
Assault	Major	Possible	H4	Lone worker alerts on devices / Debriefing / Reduced parking patrols (SHORT TERM)

				CONTROL ONLY)
Traffic	Major	Unlikely	H5	High Visibility PPE Utilise footpaths where possible
Uneven surfaces	Moderate	Possible	M5	Suitable footwear / Use of vehicle where possible to reduce walking
Sun exposure	Moderate	Possible	M5	Reduction in parking patrols / Use of vehicle where possible to reduce walking
Weather	Minor	Possible	M6	Reduction in parking patrols / Use of vehicle where possible to reduce walking
Bending / ergonomics	Moderate	Possible	M5	Use of technology to reduce chalking

CORPORATE/OPERATIONAL PLAN

Action 2.1.1.3 of the 2024/2025 Operational Plan identifies Council will implement licence plate recognition technology to bolster parking enforcement capabilities and streamline traffic data collection by 30 November 2024.

CONCLUSION

This proposal recommends a contemporary approach to parking enforcement that not only achieves operational efficiencies but addresses the safety risk faced by staff on a daily basis.

Council will undertake community consultation pertaining to LPR Parking Technology and alteration to the method Council issues infringements. Providing this community consultation ensures Council understands the communities needs and is able to be effective and efficient in the implementation of LPR Technology as well as providing the community with a significant amount of education surrounding parking in our CBD.

11.5 COMMUNITY ENGAGEMENT PLAN - PLANNING SCHEME AMENDMENT PACKAGE B

File No:	RRPS-PRO-2023/006-06
Attachments:	1. Community Engagement Plan - Planning Scheme Amendment Package B ↓
Authorising Officer:	Cameron Wyatt - Coordinator Strategic Planning Angus Russell - Executive Manager Advance Rockhampton
Author:	Alyce James - Acting Coordinator Strategic Planning

SUMMARY

This report seeks formal endorsement of the Community Engagement Plan and to proceed to the public consultation stage under the Planning Act 2016 for Planning Scheme Major Amendment Package B – Commercial.

OFFICER'S RECOMMENDATION

- 1) THAT the Community Engagement Plan for the Public Consultation stage of making a planning scheme amendment as presented is received.
- 2) THAT public consultation of the proposed major amendment to the planning scheme is undertaken in accordance with section 20 under the *Planning Act 2016*.

COMMENTARY

Council submitted the amendment to the Department of State Development, Infrastructure, Local Government and Planning for a State Interest Review on 10 October 2023.

The Minister for Housing, Local Government and Planning advised on 17 June 2024 that Council may proceed to the public consultation stage of 'making or amending a planning scheme', with no conditions.

As outlined in the Community Engagement Plan (attached), it is proposed the public consultation period commences on Friday 19 July 2024 and ends on Friday 16 August 2024 (20 business days).

BACKGROUND

The changes to the planning scheme for 'Package B' include:

- Change to the zoning of 78 East Street, Mount Morgan (Lot 1 RP602282, Lot 1 RP605080 and Lot 2 RP608362) from low density residential to local centre zone to reflect the outcome of a Council meeting resolution (16 August 2022);
- Changes to the tables of assessment within the Specialised Centre Zone – Yaamba Road Precinct to align with development approval D/77- 2022 – regarding the shopping centre and shops component (L25 on RP610513) located at 452-488 Yaamba Road, Norman Gardens; and
- Administrative updates to Schedule 4 (noting development approvals that are inconsistent with the planning scheme) and Schedule 5 (noting infrastructure designations in the planning scheme).

The steps for undertaking a major amendment have been outlined below:

1. **Planning and preparation.** Council decides to amend the planning scheme and must outline to the minister the nature and details of the proposed amendment.

2. **State interest review.** The minister must consider the proposed amendment in relation to the purpose of the Act, and state interests. The minister may impose conditions.
3. **Public consultation.** Council must comply with the minister's conditions and undertake public consultation for at least 20 business days.
4. **Changing the proposed amendment.** The Council may make changes to the proposed amendment resulting from public consultation.
5. **Effect of changes on public consultation.** Council may repeat public consultation, if the change results in the proposed amendment being significant different to the version released for public consultation.
6. **Minister's consideration.** Minister to consider if the Council may adopt the proposed amendment.
7. **Adoption.** Council undertakes the adoption of the amendment.

PREVIOUS DECISIONS

On 26 September 2023, Council resolved to amend the Rockhampton Region Planning Scheme 2015 under section 20 of the *Planning Act 2016* for Major Amendment Package B and provide a written statement, to the Minister advising that a major amendment has commenced, including the nature and details of the changes.

BUDGET IMPLICATIONS

The cost associated with public consultation is currently funded in Council's 2024-25 Operational Budget.

STAFFING IMPLICATIONS

The public consultation will be undertaken primarily by Advance Rockhampton's Strategic Planning team.

LEGISLATIVE CONTEXT

The process for undertaking a major amendment to the planning scheme is detailed under section 20 of the *Planning Act 2016* and chapter 2 of the *Minister's Guidelines and Rules*.

CORPORATE/OPERATIONAL PLAN

The amendments to the planning scheme align with the ***Operational Plan 2024–25***, 3.1.2 – Strategic Planning supports the Region's growing population and enables economic development. The operational plan outlines that council will continue to refine the Rockhampton Region Planning Scheme – to support and guide growth and development of the region.

CONCLUSION

In conclusion, it is recommended that Council commence the public consultation of the major amendment to the Rockhampton Region Planning Scheme in accordance with the attached Community Engagement Plan. The period of consultation will commence on Friday 19 July 2024 and ends on Friday 16 August 2024.

**COMMUNITY ENGAGEMENT PLAN -
PLANNING SCHEME AMENDMENT
PACKAGE B**

**Community Engagement Plan -
Planning Scheme Amendment
Package B**

Meeting Date: 9 July 2024

Attachment No: 1

Community Engagement Plan

ROCKHAMPTON REGION PLANNING SCHEME

- MAJOR AMENDMENT PACKAGE B – COMMERCIAL CHANGES



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1. Trigger for Community Engagement

Council's Operational Plan 2024 - 2025 is an annual document that outlines the activities for Council to undertake each financial year. The Operational Plan identifies that Council will continue to refine the planning scheme to support and guide growth and development within the region. To ensure the Rockhampton Region Planning Scheme remains current, section 3.1.2 is achieved by identifying key areas of improvement within the scheme and providing rolling amendments.

The proposed major amendment Package B includes changes involving expanding the Mount Morgan local centre zone to include 78 East Street, Mount Morgan (as per previous Council resolution) and to incorporate a recent development approval (D/77-2022) for the Yaamba Road precinct within the specialised centre zone.

In relation to preparing a planning scheme, there is a legislative requirement under the *Planning Act 2016* to carry out public consultation about a proposal to amend a planning scheme.

Local government commencing public consultation of a proposed planning scheme is triggered by approval from the Minister for State Development, Infrastructure, Local Government and Planning to proceed to public consultation after the state interest review has been completed.

Council will then formally resolve to undertake public consultation once changes to the proposed planning scheme, as a result of the state interest review, have been considered and agreed upon.

2. Reason for Engagement

The reason for engagement is to notify the community of the proposed changes to the planning scheme regarding the Mount Morgan local centre zone and the Specialised Centre Zone – Yaamba Road precinct.

In accordance with the *Planning Act 2016*, it is a legislative requirement for Council to undertake public consultation on the major amendment to the Rockhampton Region Planning Scheme for a minimum of twenty (20) business days or as determined by Council. The public consultation period can be extended if required.

3. Background

Council endeavours to ensure that the major amendment to the Rockhampton Region Planning Scheme is developed to accurately reflect the community's expectations and continue to meet the evolving needs of the people who live here, whilst allowing and enhancing growth opportunities.

The major changes to the planning scheme for 'Package B' include:

- Change to the zoning of 78 East Street, Mount Morgan (Lot 1 RP602282, Lot 1 RP605080 and Lot 2 RP608362) from low density residential to local centre zone to reflect the outcome of a Council meeting resolution (16 August 2022); and
- Changes to the tables of assessment within the Specialised Centre Zone – Yaamba Road Precinct to align with development approval D/77- 2022 – Material Change of Use for a shopping centre, showroom and multiple dwellings (L25 on RP610513).

4. Objectives

- To undertake public notification pursuant to the legislative requirements of the *Planning Act 2016*.
- To create community awareness about the formal consultation period and details of how to make a properly made submission to the Major Amendment (Package B) of the Rockhampton Region Planning Scheme.
- To communicate the reasons for, and benefits of, undertaking a major amendment to the planning scheme.
- To implement appropriate change management techniques that will assist the community to prepare for change – focusing on areas where significant change is proposed.
- To provide the community with a range of online and traditional information sources e.g. fact sheets and feedback/submission methods via Customer Service, Mail and Engagement HQ.

5. Target Audiences

Community

- General community – any person can make a properly made submission;

Business/Developers:

- Real Estate Agents;
- Solicitors and Building Certifiers;
- Planning Consultants; and
- Other interested parties.

State Government Referral Agencies

- Department of State Development, Infrastructure, Local Government and Planning coordinators referrals to relevant State agencies;

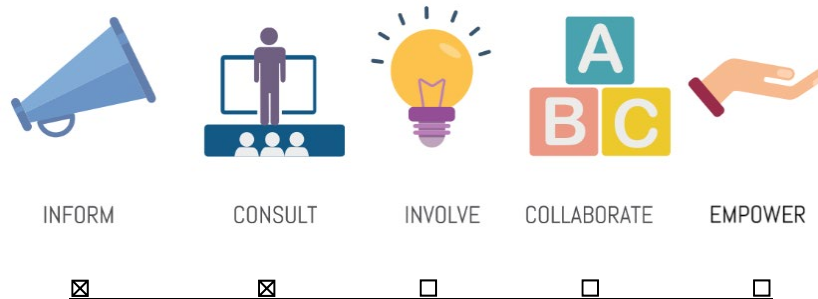
6. Key Messages

General Community	
(Media messages)	<p>Prior to consultation period commencing:</p> <ul style="list-style-type: none"> • Outline the nature and details of the major amendment and instructions on how to lodge a formal submission as outlined in Methods of Engagement; and • Public consultation period is to commence over 20 business days. <p>During consultation period:</p> <ul style="list-style-type: none"> • View the changes to the planning scheme from Council's website, Rock e Plan or at Customer Service Centres. • Lodge a formal submission via mail, email, online via Engagement HQ or in person at Council's Customer Service Centres. • Find out about the major amendment to the planning scheme by visiting Council's website / social media pages, Engagement HQ, visiting an information display or registering to attend a meeting with a planner at Customer Service Centres. <p>After consultation period concludes:</p> <ul style="list-style-type: none"> • All properly made submissions will be considered by Council and responded to via letter or email as per the legislative requirement. • Update Council's website and social media pages to advise consultation has finished and that all submissions will be addressed. • Development applications submitted after the adoption of the major amendment can be requested to be assessed by Council under the provisions of the superseded planning scheme for a period of 12 months.
Specific Interest	

<p>Changes to 78 East Street, Mount Morgan to the local centre zone and the Specialised centre zone tables of assessment for the Yaamba Road</p>	<ul style="list-style-type: none">• Communicate the changes to the zone and level of assessment and the reason for the change; and• What development potential has changed.
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7. Level of Engagement

There are different public participation levels ranging from inform, consult, involve, collaborate and empower.



The community engagement for the Major amendment to the Rockhampton Region Planning Scheme is deemed 'high regional' according to the Community Engagement Matrix. The engagement will involve 'informing' the local government area and 'consulting' with the impacted parties, also including a wider audience as any person from any location may make a submission. To inform and consult with the community and the wider audience, a range of traditional and social media methods will be used.

8. Methods of Engagement

Inform:

- **Public Notice** (*legislative requirement*)
The CQ Today newspaper – Saturday prior to commencement of consultation period and 1 week minimum prior to conclusion.
- **Council's Engagement HQ Website** (*legislative requirement*)
RRPS Major Amendment Project Milestones
Fact sheet
Submission form
Frequently Asked Questions (FAQs)
- **Customer Service Office Displays** (*legislative requirement*)
A full copy of the Major Amendment must be made available at Customer Service Offices (Rockhampton office) supported by information resources (fact sheets and brochures. Council Officers to be available for meetings at Walter Reid (Corner of Derby and East Street, Rockhampton) during the consultation period.
- **Internal Communications**
Inform the Leadership Team and Customer Service team. Inform internal departments (e.g. Development Assessment, Development Engineering, Customer Service, Advance Rockhampton), E-Bulletin Newsletter, RRC Roundup and Intranet.

- **Media Release**
Issued prior to the commencement of the consultation period.
- **Social Media**
RRC Facebook page - scheduled updates and advertising.
- **Direct Mail to:**
 - Relevant stakeholders:
 - o Real Estate Agents;
 - o Land owner(s)
 - o Solicitors and Building Certifiers;
 - o Planning Consultants; and
 - o Other interested parties.

Consult:

- **Formal Submission Form**
Submitted via Customer Service, Mail and Engagement HQ. Properly made submissions are collated into a submission report which is considered by Council and a response provided to each submitter. The consultation report is provided to the Minister for State Development, Infrastructure, Local Government and Planning for consideration and needs to be approved by the Chief Executive Officer before moving to the next step in the process.
- **Development Advice Centre and Customer Service Centre Displays**
A Council Officer will be available at Walter Reid (Corner of East and Derby Street, Rockhampton) to provide information and assistance about how to make submissions throughout the consultation period. A full copy of the major amendment will be made available at all Customer Service Offices supported by information resources (fact sheets and brochures) and a professional display.

9. Implementation Schedule – Public Notification and Response

Formal consultation period will commence on Friday 19 July 2024 and end on Friday 16 August 2024. The report is triggered by receiving the Chief Executive Officers advice and potential conditions to proceed after the State Interest Review.

Indicative timeline only. Dates are subject to change.

	What	When	Who
Planning and preparation	Draft requirements	May 2023 – August 2023	Strategic Planning
State Interest Review (60	<i>Submit to State Government</i>	September 2023	Strategic Planning
	<i>State Interest Check</i>	September 2023	Strategic Planning

business days)	Internal Staff major amendment update (as required)	September – October 2023	Strategic Planning
	Respond to any further information request issued by the State	November – December 2023	Strategic Planning
	Update planning scheme with any conditions from the State.	December 2023	Strategic Planning
	Formal public notification and community consultation.	April 2024 – June 2024 (avoid Local Government election)	Strategic Planning / Community Engagement
Public consultation phase (40 business days)	Upload electronic public consultation version (Rock e Plan) of the planning scheme enabling planning scheme submissions and associated maps to Engagement HQ.	July 2024	Strategic Planning / IT / Community Engagement
	Draft fact sheets as outlined in Methods of Engagement section.	July 2024	Strategic Planning / Community Engagement
	Media Release from Report that sets consultation dates.	July 2024	Strategic Planning / Communications Officer
	E-Bulletin Newsletter and RRC Roundup sent to distribution lists	July 2024	Strategic Planning / Community Engagement Officer
	Customer Service Centres display / major amendment information provided.	15 July 2024	Community Engagement Officer / Strategic Planning Administration / Customer Service
	Internal communications.	July 2024	Strategic Planning / Community Engagement Officer
	Formal public notice in CQ Today newspaper (including mandatory information as outlined in legislation).	13 July 2024	Strategic Planning / Community Engagement Officer
	Formal notification on RRC website & Engagement HQ.	19 July 2024	Community Engagement Officer / Strategic Planning

	Official Start of Public Consultation Phase – Must be at least 20 business days in duration in accordance with the <i>Planning Act 2016</i>.	19 July 2024	
	Media launch of public consultation	19 July 2024	Mayor / Councillors / General Manager / Strategic Planning Unit / Community Engagement Officer / Media Team
	Media Release (ongoing schedule)	19 July 2024	Strategic Planning / Community Engagement Officer / Communication Officer
	Facebook update (ongoing schedule)	19 July 2024	Community Engagement Officer / Communication Officer
	Mail – To impacted property owners and relevant stakeholders	19 July 2024	Community Engagement Officer / Strategic Planning Administration
	Website update - Consultation period closes.	16 August 2024	Strategic Planning Administration / Community Engagement Officer
	Response to Submissions and potential amendments		
	Acknowledgement of submission being received – response letter or email.	Within 1-2 weeks of receiving submission throughout consultation period.	Strategic Planning Administration
	Submission summary – Council report.	August - September 2024	Strategic Planning
	Response to submissions – letter mailed or emailed.	September 2024	Strategic Planning Administration / Community Engagement Officer
	Submission Report sent for Ministerial Review.	September – October 2024	Strategic Planning

	Media Release updating community of progress.	TBD	Strategic Planning / Community Engagement Officer
	Updates on RRC website.	TBD	Strategic Planning / Community Engagement Officer
Ministers Review (40 business days)	Response from Minister received and advises on next stage	Date TBA	
	Council decision whether to proceed	Date TBA	
Adoption	Final Drafting and Council Adoption	Date TBA	
	Internal communications	Date TBA	Strategic Planning / Community Engagement Officer
	Media release	Date TBA	Strategic Planning / Community Engagement Officer
	Website / social media update	Date TBA	Strategic Planning / Community Engagement Officer
	Notice in the Government Gazette	Date TBA	Strategic Planning Administration
	Public notice in the local newspapers (including mandatory information as outlined in legislation). Also include contact phone number.	Date TBA	Strategic Planning Administration
	Website information updated must include information from public notice. Also include contact phone number.	Date TBA	Strategic Planning / Community Engagement Officer
	Contact all relevant stakeholders and property owners.	Date TBA	Strategic Planning Administration / Community Engagement Officer
	Update Rock e Plan (ICON) and PDF.	Date TBA	Strategic Planning Administration

11.6 COMMUNITY ENGAGEMENT PLAN - PLANNING SCHEME AMENDMENT PACKAGE C

File No:	RRPS-PRO-2023/007-06
Attachments:	1. Community Engagement Plan - Planning Scheme Amendment Package C ↓
Authorising Officer:	Cameron Wyatt - Coordinator Strategic Planning Angus Russell - Executive Manager Advance Rockhampton
Author:	Alyce James - Acting Coordinator Strategic Planning

SUMMARY

This report seeks formal endorsement of the Community Engagement Plan and to proceed to the public consultation stage under the Planning Act 2016 for Planning Scheme Major Amendment Package C – Residential.

OFFICER'S RECOMMENDATION

- 1) THAT the Community Engagement Plan for the Public Consultation stage of making a planning scheme amendment as presented is received.
- 2) THAT public consultation of the proposed major amendment to the planning scheme is undertaken in accordance with section 20 under the *Planning Act 2016*.

COMMENTARY

Council submitted the amendment to the Department of State Development, Infrastructure, Local Government and Planning for a State Interest Review on 10 October 2023.

The Minister for Housing, Local Government and Planning advised on 17 June 2024 that Council may proceed to the public consultation stage of 'making or amending a planning scheme', with no conditions.

As outlined in the Community Engagement Plan (attached), it is proposed the public consultation period commences on Friday 19 July 2024 and ends on Friday 16 August 2024 (20 business days).

BACKGROUND

The proposed changes are in response to the growing need to increase housing diversity and affordability for the Rockhampton region. The proposed changes to the planning scheme respond to the outcomes of the Housing Summit and current housing supply issues by providing more opportunities for residential development to occur.

The changes to the planning scheme for 'Package C' include:

- changes to the minimum lot size in the reconfiguration of a lot code for low density residential from 400m² to 300m² standard lot and from 600m² to 300m² rear lot (excluding access) and low medium density residential zones from 600m² to 300m² rear lot only (excluding access);
- changes to the level of assessment for multiple dwellings in the low density residential zone from impact assessable to code assessable where located on higher order roads and within 200 metres of a centres zone, park or sport and recreation zone, hospital or university;
- reduce the minimum site area required for dual occupancy from 800m² to 600m² and multiple dwellings from 1,200m² to 1,000m² in the low density residential zone;

- increase density of dwellings for dual occupancy from 1 unit per 400m² to 1 unit per 300m² and multiple dwelling in the low density residential zone from 1 unit per 400m² to 1 unit per 250m²; and
- reduce the minimum lot size for dual occupancy (from 600m² to 400m²) and multiple dwellings (from 1,000m² to 800m²) in the low medium density residential zone.

The steps for undertaking a major amendment have been outlined below:

1. **Planning and preparation.** Council decides to amend the planning scheme and must outline to the minister the nature and details of the proposed amendment.
2. **State interest review.** The minister must consider the proposed amendment in relation to the purpose of the Act, and state interests. The minister may impose conditions.
3. **Public consultation.** Council must comply with the minister's conditions and undertake public consultation for at least 20 business days.
4. **Changing the proposed amendment.** The Council may make changes to the proposed amendment resulting from public consultation.
5. **Effect of changes on public consultation.** Council may repeat public consultation, if the change results in the proposed amendment being significant different to the version released for public consultation.
6. **Minister's consideration.** Minister to consider if the Council may adopt the proposed amendment.
7. **Adoption.** Council undertakes the adoption of the amendment.

PREVIOUS DECISIONS

On 26 September 2023, Council resolved to amend the Rockhampton Region Planning Scheme 2015 under section 20 of the *Planning Act 2016* for Major Amendment Package C and provide a written statement, to the Minister advising that a major amendment has commenced, including the nature and details of the changes.

BUDGET IMPLICATIONS

The cost associated with public consultation is currently funded in Council's 2024-25 Operational Budget.

STAFFING IMPLICATIONS

The public consultation will be undertaken primarily by Advance Rockhampton's Strategic Planning team.

LEGISLATIVE CONTEXT

The process for undertaking a major amendment to the planning scheme is detailed under section 20 of the *Planning Act 2016* and chapter 2 of the *Minister's Guidelines and Rules*.

CORPORATE/OPERATIONAL PLAN

The amendments to the planning scheme align with the ***Operational Plan 2024–25***, 3.1.2 – Strategic Planning supports the Region's growing population and enables economic development. The operational plan outlines that council will continue to refine the Rockhampton Region Planning Scheme – to support and guide growth and development of the region.

CONCLUSION

In conclusion, it is recommended that Council commence the public consultation of the major amendment to the Rockhampton Region Planning Scheme in accordance with the attached Community Engagement Plan. The period of consultation will commence on Friday 19 July 2024 and ends on Friday 16 August 2024.

**COMMUNITY ENGAGEMENT PLAN -
PLANNING SCHEME AMENDMENT
PACKAGE C**

**Community Engagement Plan -
Planning Scheme Amendment
Package C**

Meeting Date: 9 July 2024

Attachment No: 1

Community Engagement Plan

ROCKHAMPTON REGION PLANNING SCHEME

- MAJOR AMENDMENT PACKAGE C – RESIDENTIAL



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1. Trigger for Community Engagement

Council's Operational Plan 2024 - 2025 is an annual document that outlines the activities for Council to undertake each financial year. The Operational Plan identifies that Council will continue to refine the planning scheme to support and guide growth and development within the region. To ensure the Rockhampton Region Planning Scheme remains current, section 3.1.2 is achieved by identifying key areas of improvement within the scheme and providing rolling amendments.

The proposed changes to the residential provisions under the planning scheme are in response to the growing need to increase housing diversity and affordability for the Rockhampton region. The proposed changes to the planning scheme respond to the outcomes of the Housing Summit and current housing crisis by providing more opportunities for residential development to occur within the region.

In relation to preparing a planning scheme, there is a legislative requirement under the Planning Act 2016 to carry out public consultation about a proposal to amend a planning scheme.

Local government commencing public consultation of a proposed planning scheme is triggered by approval from the Minister for State Development, Infrastructure, Local Government and Planning to proceed to public consultation after the state interest review has been completed.

Council will then formally resolve to undertake public consultation once changes to the proposed planning scheme, as a result of the state interest review, have been considered and agreed upon.

2. Reason for Engagement

The reason for engagement is to notify the community of the proposed changes to the planning scheme.

In accordance with the *Planning Act 2016*, it is a legislative requirement for Council to undertake public consultation on the major amendment to the Rockhampton Region Planning Scheme for a minimum of twenty (20) business days or as determined by Council. The public consultation period can be extended if required.

3. Background

Council endeavours to ensure that the major amendment to the Rockhampton Region Planning Scheme is developed to accurately reflect the community's expectations and continue to meet the evolving needs of the people who live here, whilst allowing and enhancing growth opportunities.

The major changes to the planning scheme for 'Package C' include:

- changes to the minimum lot size in the reconfiguration of a lot code for low density residential (from 400m² to 300m² standard lot and from 600m² to 300m² rear lot (excluding access)) and low medium density residential zones (from 600m² to 300m² rear lot only (excluding access));

- changes to the level of assessment for multiple dwellings in the low density residential zone from impact assessable to code assessable where located on higher order roads and within 200 metres of a centres zone, park or sport and recreation zone, hospital or university;
- reduce the minimum site area required for dual occupancy (from 800m² to 600m²) and multiple dwellings (from 1,200m² to 1,000m²) in the low density residential zone;
- increase density of dwellings for dual occupancy (from 1 unit per 400m² to 1 unit per 300m²) and multiple dwelling in the low density residential zone (from 1 unit per 400m² to 1 unit per 250m²); and
- reduce the minimum lot size for dual occupancy (from 600m² to 400m²) and multiple dwellings (from 1,000m² to 800m²) in the low medium density residential zone.

4. Objectives

- To undertake public notification pursuant to the legislative requirements of the *Planning Act 2016*.
- To create community awareness about the formal consultation period and details of how to make a properly made submission to the Major Amendment (Version 5) of the Rockhampton Region Planning Scheme.
- To communicate the reasons for, and benefits of, undertaking a major amendment to the planning scheme.
- To implement appropriate change management techniques that will assist the community to prepare for change – focusing on areas where significant change is proposed.
- To provide the community with a range of online and traditional information sources e.g. fact sheets and feedback/submission methods via Customer Service, Mail and Engagement HQ.

5. Target Audiences

Community

- General community – any person can make a properly made submission;

Business/Developers:

- Real Estate Agents;
- Solicitors and Building Certifiers;
- Planning Consultants; and
- Other interest parties.

State Government Referral Agencies

- Department of State Development, Infrastructure, Local Government and Planning coordinators referrals to relevant State agencies;
- Queensland Fire and Emergency Services.

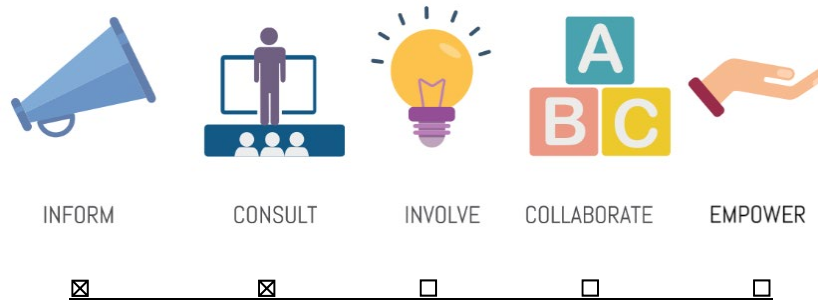
6. Key Messages

General Community	
(Media messages)	<p>Prior to consultation period commencing:</p> <ul style="list-style-type: none"> • Outline the nature and details of the major amendment and instructions on how to lodge a formal submission as outlined in Methods of Engagement; and • Public consultation period is to commence over 20 business days. <p>During consultation period:</p> <ul style="list-style-type: none"> • View the changes to the planning scheme from Council's website, Rock e Plan or at Customer Service Centres. • Lodge a formal submission via mail, email, online via Engagement HQ or in person at Council's Customer Service Centres. • Find out about the major amendment to the planning scheme by visiting Council's website / social media pages, Engagement HQ, visiting an information display or registering to attend a meeting with a planner at Customer Service Centres. <p>After consultation period concludes:</p> <ul style="list-style-type: none"> • All properly made submissions will be considered by Council and responded to via letter or email as per the legislative requirement. • Update Council's website and social media pages to advise consultation has finished and that all submissions will be addressed. • Development applications submitted after the adoption of the major amendment can be requested to be assessed by Council under the provisions of the superseded planning scheme for a period of 12 months.
Specific Interest	

Changes to the residential zone codes and tables of assessment.	<ul style="list-style-type: none">• Communicate the changes to the level of assessment and the reason for the change; and• What development potential has changed.
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7. Level of Engagement

There are different public participation levels ranging from inform, consult, involve, collaborate and empower.



The community engagement for the Major amendment to the Rockhampton Region Planning Scheme is deemed 'high regional' according to the Community Engagement Matrix. The engagement will involve 'informing' the local government area and 'consulting' with the impacted parties, also including a wider audience as any person from any location may make a submission. To inform and consult with the community and the wider audience, a range of traditional and social media methods will be used.

8. Methods of Engagement

Inform:

- **Public Notice** (*legislative requirement*)
The CQ Today newspaper – Saturday prior to commencement of consultation period and 1 week minimum prior to conclusion.
- **Council's Engagement HQ Website** (*legislative requirement*)
RRPS Major Amendment Project Milestones
Fact sheet
Submission form
Frequently Asked Questions (FAQs)
- **Customer Service Office Displays** (*legislative requirement*)
A full copy of the Major Amendment must be made available at Customer Service Offices (Rockhampton office) supported by information resources (fact sheets and brochures. Council Officers to be available for meetings at Walter Reid (Corner of Derby and East Street, Rockhampton) during the consultation period.
- **Internal Communications**
Inform the Leadership Team and Customer Service team. Inform internal departments (e.g. Development Assessment, Development Engineering, Customer Service, Advance Rockhampton), E-Bulletin Newsletter, RRC Roundup and Intranet.

- **Media Release**
Issued prior to the commencement of the consultation period.
- **Social Media**
RRC Facebook page - scheduled updates and advertising.
- **Direct Mail to:**
 - Relevant stakeholders.

Consult:

- **Formal Submission Form**
Submitted via Customer Service, Mail and Engagement HQ. Properly made submissions are collated into a submission report which is considered by Council and a response provided to each submitter. The consultation report is provided to the Minister for State Development, Infrastructure, Local Government and Planning for consideration and needs to be approved by the Chief Executive Officer before moving to the next step in the process.
- **Development Advice Centre and Customer Service Centre Displays**
A Council Officer will be available at Walter Reid (Corner of East and Derby Street, Rockhampton) to provide information and assistance about how to make submissions throughout the consultation period. A full copy of the major amendment will be made available at all Customer Service Offices supported by information resources (fact sheets and brochures) and a professional display.

9. Implementation Schedule – Public Notification and Response

Formal consultation period will commence on Friday 19 July 2024 and end on Friday 16 August 2024. The report is triggered by receiving the Chief Executive Officers advice and potential conditions to proceed after the State Interest Review.

Indicative timeline only. Dates are subject to change.

	What	When	Who
Planning and preparation	Draft requirements	May 2023 – August 2023	Strategic Planning
State Interest Review (60 business days)	<i>Submit to State Government</i>	September 2023	Strategic Planning
	<i>State Interest Check</i>	September 2023	Strategic Planning
	Internal Staff major amendment update (as required)	September – October 2023	Strategic Planning
	Respond to any further information request issued by the State	November – December 2023	Strategic Planning
	Update planning scheme with any conditions from the State.	December 2023	Strategic Planning

COMMUNITY ENGAGEMENT PLAN | Rockhampton Region Planning Scheme -Major Amendment Package C | Page 7

	Formal public notification and community consultation.	April 2024 – June 2024 (avoid Local Government election)	Strategic Planning / Community Engagement
Public consultation phase (40 business days)	Upload electronic public consultation version (Rock e Plan) of the planning scheme enabling planning scheme submissions and associated maps to Engagement HQ.	July 2024	Strategic Planning / IT / Community Engagement
	Draft fact sheets as outlined in Methods of Engagement section.	July 2024	Strategic Planning/ Community Engagement
	Media Release from Report that sets consultation dates.	July 2024	Strategic Planning / Communications Officer
	E-Bulletin Newsletter and RRC Roundup sent to distribution lists	July 2024	Strategic Planning / Community Engagement Officer
	Customer Service Centres display / major amendment information provided.	15 July 2024	Community Engagement Officer / Strategic Planning Administration / Customer Service
	Internal communications.	15 July 2024	Strategic Planning / Community Engagement Officer
	Formal public notice in CQ Today newspaper (including mandatory information as outlined in legislation).	13 July 2024	Strategic Planning / Community Engagement Officer
	Formal notification on RRC website & Engagement HQ.	19 July 2024	Community Engagement Officer / Strategic Planning
	Official Start of Public Consultation Phase – Must be at least 20 business days in duration in accordance with the <i>Planning Act 2016</i>.	19 July 2024	
	Media launch of public consultation	19 July 2024	Mayor / Councillors / General Manager / Strategic Planning Unit / Community

		Engagement Officer / Media Team
Media Release (ongoing schedule)	19 July 2024	Strategic Planning / Community Engagement Officer / Communication Officer
Facebook update (ongoing schedule)	19 July 2024	Community Engagement Officer / Communication Officer
Mail – Relevant Stakeholders	19 July 2024	Mail Company / Community Engagement Officer / Strategic Planning Administration
Website update - Consultation period closes.	16 August 2024	Strategic Planning Administration / Community Engagement Officer
Response to Submissions and potential amendments		
Acknowledgement of submission being received – response letter or email.	Within 1-2 weeks of receiving submission throughout consultation period.	Strategic Planning Administration
Submission summary – Council report.	August – September 2024	Strategic Planning
Response to submissions – letter mailed or emailed.	September 2024	Strategic Planning Administration / Community Engagement Officer
Submission Report sent for Ministerial Review.	September - October 2024	Strategic Planning
Media Release updating community of progress.	TBD	Strategic Planning / Community Engagement Officer
Updates on RRC website.	TBD	Strategic Planning / Community Engagement Officer

Ministers Review (40 business days)	Response from Minister received and advises on next stage	Date TBA	
	Council decision whether to proceed	Date TBA	
Adoption	Final Drafting and Council Adoption	Date TBA	
	Internal communications	Date TBA	Strategic Planning / Community Engagement Officer
	Media release	Date TBA	Strategic Planning / Community Engagement Officer
	Website / social media update	Date TBA	Strategic Planning / Community Engagement Officer
	Notice in the Government Gazette	Date TBA	Strategic Planning Administration
	Public notice in the local newspapers (including mandatory information as outlined in legislation). Also include contact phone number.	Date TBA	Strategic Planning Administration
	Website information updated must include information from public notice. Also include contact phone number.	Date TBA	Strategic Planning / Community Engagement Officer
	Contact all relevant stakeholders.	Date TBA	Strategic Planning Administration / Community Engagement Officer
	Update Rock e Plan (ICON) and PDF.	Date TBA	Strategic Planning Administration

11.7 NEW HOME FOR ROCKHAMPTON NETBALL - MEMORANDUM OF UNDERSTANDING (MOU)

File No: 15227

Attachments: 1. Draft Memorandum of Understanding - A New Home for Rockhampton Netball [↓](#)

Authorising Officer: Ross Cheesman - Acting Chief Executive Officer

Author: Justin Kann - Manager Office of the Mayor
Erin Buchan - Senior Stakeholder Relations Advisor

SUMMARY

The report seeks the endorsement of a draft Memorandum of Understanding with Rockhampton Netball Association and Netball Queensland to support Council's advocacy for a New Home for Rockhampton Netball.

OFFICER'S RECOMMENDATION

THAT Council:

1. Note the importance of the partnership developed between Rockhampton Regional Council, Rockhampton Netball Association and Netball Queensland and the group's objective to secure funding for a New Home for Rockhampton Netball;
2. Endorse the draft Memorandum of Understanding (MoU) between Council, Rockhampton Netball Association and Netball Queensland relating to this project; and
3. Authorise the Mayor to sign the Memorandum of Understanding (MoU) on Council's behalf.

COMMENTARY

Over the past 12 months, Council has been working closely with Rockhampton Netball Association and Netball Queensland to advocate for a new netball facility within the Rockhampton Sports Precinct. Both the local and state netball bodies have been integral to this advocacy and demonstrate the depth of support for the project.

To formalise this partnership and outline the three organisations' joint commitment to securing funding for the project, Council has developed a draft MoU which sets out the goals, objectives and actions of the parties. This includes:

- Holding regular meetings between Rockhampton Regional Council, Netball Queensland, Rockhampton Netball and other relevant stakeholders and parties.
- Agreeing to work collaboratively to advance the Rockhampton Sports Precinct.
- Ensuring all parties work together to maintain current facilities at Jardine Park.
- Establishing a Joint Working Group that meets at least quarterly.
- Sharing operational expertise.
- Jointly advocating to other levels of government for financial support for the improvement of venues and facilities.
- Actively progress the growth of netball in the Rockhampton region through increased pathway development.
- Agreeing to work collaboratively to advance netball events and initiatives in the region.

The MoU is proposed to last for a term of three years and is not a legally binding document, nor does it commit any of the parties to any specific financial investments.

The document instead sets the bounds by which the parties will collaborate and support the delivery of a New Home for Rockhampton Netball. Importantly, other agreements between the parties may sit beside this MoU.

In addition to this MoU, Council is continuing to work with CQ University Australia in relation to the Rockhampton Sports Precinct (RSP).

BACKGROUND

In October 2023, Rockhampton Regional Council released a masterplan for a new multi-sport precinct in North Rockhampton. The RSP masterplan was developed in partnership with CQ University Australia and caters for the current and future sporting and recreation needs of the region.

The masterplan sets out a long-term vision for new sporting infrastructure in a staged development with the proposed sporting precinct including:

- 6-court indoor sports centre with associated facilities (able to be delivered in 2 stages)
- 16-court outdoor precinct
- Extensive grass playing fields (with the potential to be configured as either 6 rectangular or 3 oval fields) and associated club facilities
- Athletics facilities
- Park area with active recreation facilities and play spaces
- Car parking throughout the precinct

A New Home for Rockhampton Netball

Growth in netball over recent years has driven the need for Netball to expand. This, along with the constrained and complex nature of netball's existing site at Jardine Park has led Council to propose a new facility be built within the RSP that would provide fit for purpose, contemporary facilities and allow netball to continue to grow and thrive into the future.

Importantly, the new facilities would also allow Rockhampton to attract additional state and regional carnivals which the region is missing out on due to the lack of courts and space available.

When endorsing the RSP masterplan, Council identified a New Home for Rockhampton Netball as Stage 1 of the precinct which would be delivered through external funding from State and Federal Government.

Over the past 9 months, Council has been advocating for the project in conjunction with Rockhampton Netball Association and Netball Queensland. This subsequently led to a \$5 million commitment from the State Government in March 2024 to support detailed design and planning requirements for the project.

Further advocacy is now needed for secure funding for the construction of the facility with Council identifying the project as a key priority at the upcoming State and Federal elections.

Partnership with Rockhampton Netball Association and Netball Queensland

Council has developed a strong partnership with both Rockhampton Netball Association and Netball Queensland.

This partnership was instrumental to securing the \$5 million from the State Government in March and has given important weight and credence to the project.

Going forward, these organizations will play an important role in both future advocacy and the detailed design and planning stages.

This MoU formalizes the partnership built between the three organisations over the last 12 months and sets a positive and collaborative working arrangement for the future.

PREVIOUS DECISIONS

On 4 October 2023, Council considered the Rockhampton Sport Precinct and resolved:

THAT the Master Plan Report for the Rockhampton Sports Precinct be endorsed and released for community and stakeholder engagement.

THAT Council continue to work with CQUniversity and the Queensland Government on securing appropriate land tenure and development approvals for the Precinct.

THAT Council prioritise the netball outdoor hard courts, netball club facilities and indoor sports centre as an initial stage of development and advocate for support from the State and Federal Governments.

In addition to this, on 11 December 2023 Council considered its key advocacy priorities for 2023-2025 and resolved:

THAT Council:

1. Affirms its commitment to advocating for local projects and policy changes ahead of the next State and Federal elections;
2. Endorse the draft Advocacy Priorities 2023-25; and
3. Endorse Council's engagement with government, opposition, local candidates and others to secure election commitments which benefit the Rockhampton Region.

The advocacy priorities endorsed on 11 December included A New Home for Rockhampton Netball as a key priority.

BUDGET IMPLICATIONS

There are no direct budget implications as a result of this report.

The proposed MoU does not require financial contributions from any of the parties with any resourcing required to support the commitments outlined in the MoU to be funded through the existing budgets from the Mayor and Councillors' Office.

LEGISLATIVE CONTEXT

Nil

LEGAL IMPLICATIONS

There are no legal implications with this report.

The MoU does not impose any legal obligations on the parties and specifically highlights that it is not legally binding (page 3). Instead it sets the working arrangements and commitment of the three organisations to deliver a New Home for Rockhampton.

STAFFING IMPLICATIONS

Staffing resources required to support the proposed MoU will be met through existing allocations and align with existing workplans and activities.

CORPORATE/OPERATIONAL PLAN

This report delivers on Operational Plan actions 1.1.4 and 3.2.3 which relate to advocating for projects and policy initiatives with other levels of government.

CONCLUSION

Rockhampton Regional Council is continuing to pursue a funding commitment for a New Home for Rockhampton Netball as part of its advocacy ahead of the State and Federal elections.

As part of this, Council has been working closely with Rockhampton Netball Association and Netball Queensland to support the delivery of this project.

Going forward, the two organisations will play an important role advocating for the new facility.

Council has developed a MoU to formalize the working partnership which has developed between the three parties and outline the group's commitment to the project and its positive outcomes for local netball and the broader community.

The draft MoU is presented to Council for endorsement.

NEW HOME FOR ROCKHAMPTON NETBALL - MEMORANDUM OF UNDERSTANDING (MOU)

Draft Memorandum of Understanding - A New Home for Rockhampton Netball

Meeting Date: 9 July 2024

Attachment No: 1



Memorandum of Understanding
between Rockhampton Regional Council, Netball Queensland and
Rockhampton Netball

1. PURPOSE

This Memorandum of Understanding (MOU) is an overarching document detailing the intentions of Rockhampton Regional Council, Netball Queensland and Rockhampton Netball in regard to their future relationship and outlines how the parties intend to work together for the benefit of all organisations and the Rockhampton Region.

2. OBJECTIVES

The parties agree to work together in a mutually beneficial way to support the Rockhampton Sports Precinct development and the benefits it brings to local netball players, industry, wider community, and Rockhampton economy. The parties agree to establish and maintain open communication and a solid working relationship for the benefit of the Rockhampton region.

The objectives of the MOU are to create a strong, transparent, and positive working relationship between Rockhampton Regional Council (Council), Netball Queensland and Rockhampton Netball, to advance planning for and development of the Rockhampton Sports Precinct.

This will be achieved by:

- Mutual understanding and respect of each other's role, responsibilities and needs
- Participation in regular forums to discuss issues of mutual interest and resolve problems
- Open, honest, and transparent communication
- Development of a co-operative culture
- Identifying avenues for collaboration between both all parties

The parties acknowledge the importance of adequate facilities to the sporting community, and the Rockhampton region. Similarly, the parties acknowledge the importance in growing the regions capacity to hold major sporting events, improving the venues and facilities used to host these events in Rockhampton.

3. ROLES AND RESPONSIBILITIES OF THE COUNCIL, NETBALL QUEENSLAND AND ROCKHAMPTON NETBALL

Mutual understanding of the roles and responsibilities of each organisation is an important factor in fostering a strong relationship. The following describes the roles and responsibilities of each party in broad terms.

3.1 ROCKHAMPTON REGIONAL COUNCIL

Council's overarching vision for the region is of One Great Region where people want to live, visit and invest. Council has a commitment to prioritise its projects, programs and services in a rigorously planned and financially sustainable way and advocate for those projects to other levels of government.

Council's objectives include:

- Planning for growth with the future needs of the community, business and industry in mind
- Working collaboratively with business, industry partners and stakeholders
- Promoting our Region as an attractive destination for visitors and investors
- Designing places and delivering events that encourage visitors to come and stay

Council is the trustee of Jardine Park, Victoria Park and other public venues and spaces that support netball throughout the region.

3.2 NETBALL QUEENSLAND

Netball Queensland (NQ) serves as the principal state sporting body overseeing the governance, development, promotion, and administration of netball across Queensland. Netball Queensland has grown to become one of the largest sporting organisations in the state.

With a deep sense of responsibility as stewards of netball in the state, NQ is committed to promoting inclusion, gender equality, and diversity.

At NQ, their purpose is to enrich lives through netball, aspiring to be the most played and supported sport in Queensland. Defined by its 2023 – 2025 Strategic Plan, its vision of success delineates the strategic choices necessary to achieve their goals and deliver value.

3.3 ROCKHAMPTON NETBALL

The Rockhampton Netball Association was established in 1968.

The netball community in Rockhampton has experienced significant growth, both in participation and organisation. Various new competitions, such as Social Seasons, Traditional Netball, Fast 5, and Mixed Competitions, have been introduced to cater to different preferences and skill levels.

From grassroots programs to elite teams, the Association's aspiration is for the sport to foster unity, agility, and prosperity, both on and off the court. This vision relies on the shared passion, dedication, and forward-thinking that unites everyone in shaping the future of netball in Rockhampton.

4. FOSTERING A POSITIVE RELATIONSHIP

This MOU commits parties to convene and undertake the following actions:

- Holding regular meetings between Rockhampton Regional Council, Netball Queensland, Rockhampton Netball and other relevant stakeholders and parties.
- Agreeing to work collaboratively to advance the Rockhampton Sports Precinct.
- Ensuring all parties work together to maintain current facilities at Jardine Park.
- Establishing a Joint Working Group that meets at least quarterly.
- Sharing operational expertise.
- Jointly advocating to other levels of government for financial support for the improvement of venues and facilities.
- Actively progress the growth of netball in the Rockhampton region through increased pathway development.
- Agreeing to work collaboratively to advance netball events and initiatives in the region.

The parties acknowledge that:

- recommendations or comments made by the parties during the meetings are not binding on the parties unless otherwise approved by their respective entities in accordance with their relevant governance frameworks; and
- various actions or key stages listed above will require approval by their respective entities and may require Council resolution prior to Council committing to a particular or specific action.

5. IMPLEMENTATION

For the implementation of this MOU to be fully effective each organisation commits to the following principles:

- Commitment - It is agreed there must be a strong commitment to consulting and partnering at all levels within each organisation.
- Equity - Each organisation's interests, role and expectations must be given regard to by the other organisation.
- Communication & Stakeholder Obligation - Open and honest communication is a necessary component of this MOU. It is acknowledged that at times Council is bound by various Acts or other agreements to maintain confidentiality. Netball Queensland are also, from time to time, bound by confidentiality and the requirement to balance the needs of its organisation with other stakeholders.
- Respect - Both organisations and each person within them agree to treat each other with respect and integrity in all its actions and communications.

6. TERM

The term of this agreement is three years unless otherwise amended or renewed. The MOU may be terminated at any time by any of the parties by providing 7 days written notice to the other parties.

7. LIMITATIONS

This is not a legally binding document and its provisions do not create rights, obligations or duties for either party.

If the parties do determine that they will enter into specific projects together, these will be the subject of contractual arrangements to be determined and agreed by them.

The document merely records the mutual intentions of the parties in relation to their intent to develop a relationship together in the specified areas.

8. SIGNATORIES

Signed on behalf of the participating partners.

On this day, **XXX**

ROCKHAMPTON REGIONAL COUNCIL

Name: **Cr Tony Williams** Signature:

Positions: Mayor

NETBALL QUEENSLAND

Name: **Kate Davies** Signature:

Positions: CEO

ROCKHAMPTON NETBALL

Name: **Simone Hitchcock** Signature:

Positions: President

11.8 WORKS FOR QUEENSLAND GRANT PROGRAM 2024-27

File No:	12534
Attachments:	Nil
Authorising Officer:	Angus Russell - Executive Manager Advance Rockhampton Ross Cheesman - Acting Chief Executive Officer
Author:	Ann Davie – Senior Advisor Advocacy

SUMMARY

This report seeks Council support to seek funding under the Queensland Government's Works for Queensland 2024-27 grant program for:

- *Birkbeck Roundabout, Parkhurst*
- *Pilbeam Theatre Air Conditioning and Carpark Upgrade*
- *South Rockhampton Sewage Treatment Plant Upgrade*
- *2nd World War Memorial Aquatic Centre (Southside Pool) Changing Rooms Upgrade*

OFFICER'S RECOMMENDATION

THAT Council supports putting forward the following projects to be funded under the Queensland Government's Works for Queensland 2024-27 grant program:

- Birkbeck Roundabout, Parkhurst
- Pilbeam Theatre Air Conditioning and Carpark Upgrade
- South Rockhampton Sewage Treatment Plant Upgrade
- 2nd World War Memorial Aquatic Centre (Southside Pool) Changing Rooms Upgrade

COMMENTARY

The Queensland Government's Works for Queensland grant program is delivered every 3 years and provides funding allocations to 65 councils outside South-East Queensland.

For the 2024-27 round, Rockhampton Regional Council has received an allocation of \$14,180,000.

Councils must select projects that align with the grant program's objectives to: "enhance essential council services, contributes to community and regional economic development, and supports the long-term sustainability of Queensland councils."

Funding can go towards:

- Capital projects, including critical infrastructure and maintenance needs
- Planning projects (maximum of 20% of allocation)
- Capability development projects (maximum of 5% of allocation)

Applications close on 12 July 2024.

The following projects have been selected to receive funding based on their alignment with the grant program objectives and the benefits to Rockhampton and Council.

1. Birkbeck Drive – Alexandra Street Roundabout

Project cost: \$6,350,000

Description: This project will construct a roundabout at Birkbeck Drive and Alexandra Street Parkhurst. Parkhurst is the region's high growth corridor. This project will unlock access to allow development of approximately 3500 dwellings. Without this roundabout, access to the majority of the residential development is not possible. Council's Local Housing Action Plan has identified delivery of enabling infrastructure in Parkhurst as a priority action.

2. Pilbeam Theatre Air Conditioning and Carpark Upgrade

Project cost: \$6,200,000

Description: This project will replace the theatre's air conditioning system and undertake required upgrades to the roof and ceiling to install the system, and upgrade the Theatre carpark to improve safety.

3. South Rockhampton Sewage Treatment Plant Upgrade

Project cost: \$1,355,000

Description: This project will expand capacity at the SRSTP, which is necessary to meet service demand and accommodate growth in the southern part of Rockhampton and Gracemere.

4. 2nd World War Memorial Aquatic Centre (Southside Pool) Changing Rooms Upgrade

Project cost: \$275,000

Description: This project will construct accessible changing places at the Southside Pool, the region's most popular public swimming pool.

PREVIOUS DECISIONS

Nil

BUDGET IMPLICATIONS

The allocation for Rockhampton Regional Council has been included as revenue in Council's capital budget and has been matched to the timing of the expected grant receipt, as follows:

- \$7,090,000 in 24/25 (50%)
- \$5,672,000 in 25/26 (40%)
- \$1,418,000 in 26/27 (10%)

Projects selected to be funded by the Works for Queensland grant program are those that have existing budget allocations for their delivery in Council's adopted capital budget.

LEGISLATIVE CONTEXT

Nil

LEGAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

RISK ASSESSMENT

Project risk is managed through each project's delivery plan.

CORPORATE/OPERATIONAL PLAN

This project aligns with the Corporate Plan Goal 1.1.4: We pursue and advocate for funding that enables us to deliver our planned priorities and supports our financial sustainability.

CONCLUSION

It is recommended that the identified projects be put forward to receive funding under the Queensland Government's Works for Queensland grant program.

12 NOTICES OF MOTION

12.1 NOTICE OF MOTION - COUNCILLOR SHANE LATCHAM - FUTURE WASTE RESOURCES SYMPOSIUM, 31 JULY TO 2 AUGUST 2024, GOLD COAST

File No:	10072
Attachments:	1. Notice of Motion ↓ 2. Preliminary Program ↓
Responsible Officer:	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 Council meeting scheduled for Tuesday 9 July 2024 requesting approval to attend the Future Waste Resources Symposium from 31 July to 2 August 2024.

COUNCILLOR'S RECOMMENDATION

THAT Council approve Councillor Shane Latcham's attendance at the Future Waste Resources Symposium 2024 to be held at the Gold Coast from 31 July to 2 August 2024.

BACKGROUND

The updated "Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy" was approved at Council's Ordinary Meeting on 9 April 2024. This Policy states that any travel expenses outside the CQROC Local Government Areas for professional development must be approved in advance by Council resolution.

The Waste Recycling Industry Association Queensland (WRIQ) is hosting the 2024 Future Waste Resources Symposium from 31 July – 2 August 2024 at the Sea World Conference Centre on the Gold Coast.

A copy of the preliminary program is attached for information. An extract from the website is below:

This unique conference brings together the resource recovery industry, government, manufacturing, businesses and the community to examine and develop strategies that improve waste management and resource recovery through collective action. The conference program offers a unique platform for industry engagement with government candidates and features presentations by industry leaders and innovators. The agenda aims to showcase the achievements of the resource recovery sector while highlighting areas for improvement including innovation, waste diversion and value-adding to secondary resources.

The event will also serve as an important forum for discussions and brainstorming sessions to advance solutions that promote economic growth through a circular economy, stronger recycling practices, better design and manufacturing, resilient supply chains and reduced dependence on raw materials.

The registration fee is \$1,705 (if paid before 23 July) and includes attendance at conference sessions on 1 and 2 August as well as the Technical Tour on Wednesday 31 July.

CONCLUSION

Councillor Latcham has previously attended this Symposium and found it to be very beneficial. As Portfolio Councillor for Waste and Recycling, he believes this is a great opportunity for networking and to engage with industry professionals and other local governments.

**NOTICE OF MOTION –
COUNCILLOR SHANE LATCHAM
FUTURE WASTE RESOURCES SYMPOSIUM,
31 JULY TO 2 AUGUST 2024, GOLD COAST**

Notice of Motion

Meeting Date: 9 July 2024

Attachment No: 1



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

4 July 2024

Mr Ross Cheesman
Acting Chief Executive Officer
Rockhampton Regional Council
232 Bolsover Street
ROCKHAMPTON QLD 4700

Dear Ross

Notice of Motion

I hereby give notice of my intention to move the following motion at the meeting of Council on Tuesday 9 July 2024.

"THAT Council approve Councillor Shane Latcham's attendance at the Future Waste Resources Symposium 2024 to be held at the Gold Coast from 31 July to 2 August 2024."

Yours faithfully

A handwritten signature in black ink, appearing to read "Shane Latcham".

Councillor Shane Latcham
Division 1
Rockhampton Regional Council

**NOTICE OF MOTION –
COUNCILLOR SHANE LATCHAM
FUTURE WASTE RESOURCES SYMPOSIUM,
31 JULY TO 2 AUGUST 2024, GOLD COAST**

Preliminary Program

Meeting Date: 9 July 2024

Attachment No: 2



FWR Future
Waste
Resources
SYMPOSIUM | 2024

31 Jul - 2 Aug 2024

**Sea World
Conference Centre**
Gold Coast

**PRELIMINARY
PROGRAM**

THANK YOU TO OUR SYMPOSIUM PARTNERS & SPONSORS

REMONDIS®
WORKING FOR THE FUTURE

BUCHER
municipal

**The only Symposium
addressing Queensland's
essential waste
management and
resource recovery sector**

FWR 2024 is being held from

31 July - 2 August 2024

at the

**Sea World
Conference Centre
on the Gold Coast**



Your invitation to join us at FWR 2024



The Waste Recycling Industry Association Queensland (WRIQ) takes great pleasure in inviting you to our 2024 Future Waste Resources Symposium from 31 July - 2 August 2024 at the Sea World Conference Centre on the Gold Coast.

Our waste recycling industry contains dedicated people with a combined thousands of years' experience pioneering waste recycling in Queensland, interstate and overseas. Engage with Queensland's waste industry leaders, local governments and State Government to identify practical solutions to Queensland's waste and recycling challenges.

Following the release of the Queensland Government's *Waste Management and Resource Recovery Strategy* (the Strategy) in July 2019, early results post implementation of the Strategy show that continued action is needed to achieve Queensland's waste reduction goals and targets.

This unique conference brings together the resource recovery industry, government, manufacturing, businesses and the community to examine and develop strategies that improve waste management and resource recovery through collective action. At the core of this event are real-life, practical solutions addressing systemic issues that are holding the industry back from becoming a key player in Queensland's economic future.

Timed strategically before the Queensland State Government election, the conference program offers a unique platform for industry engagement with government candidates. Featuring presentations by esteemed industry leaders and innovators, the agenda aims to showcase the achievements of the resource recovery sector while highlighting areas for improvement including innovation, waste diversion and value-adding to secondary resources.

The event will also serve as an important forum for discussions and brainstorming sessions to advance solutions that promote economic growth through a circular economy, stronger recycling practices, better design and manufacturing, resilient supply chains and reduced dependence on raw materials.

The event's proceedings will culminate in a panel discussion with WRIQ Board members and the development of a communiqué outlining the industry's priority list and a plan for progressing the industry.

The conference will also feature networking, social events and activities, including the WRIQ Industry Awards, which recognise and celebrate those individuals and projects that have displayed a level of excellence in their contribution to Queensland's waste management and resource recovery sector.

We invite you to take part in this year's Future Waste Resources Symposium to examine the necessary processes required to advance the industry and develop much closer and more collaborative relationships between industry and government.



Alison Price
Chief Executive Officer
**Waste, Recycling Industry
Association**

Host organisation



Waste, Recycling Industry Qld (WRIQ)

Representing more than 90 Queensland-based organisations ranging from multi-nationals through to small family owned and operated businesses, WRIQ engages in a broad range of state-specific issues of strategic importance to the sustainability and development of the sector.

WRIQ represents all aspects of the sector including major landfills, transfer stations, resource recovery facilities (including advanced manufacturing), sustainable and firming power facilities, and collection services.

For more than a decade, WRIQ has earned a reputation as a leader in sectoral policy development and driving change to improve the operating environment for Queensland's waste management, recycling and resource recovery sectors. Recognised as a non-partisan organisation that works effectively with all levels of government, WRIQ is acknowledged as an influential and respected advocacy group in Queensland.

Visit: www.wriq.au

Who should attend

FWR 2024 is expected to attract more than 200 delegates from all corners of the industry including:

- Representatives from Local, State and Federal Government
- Resource recovery and waste management companies
- Experts in legal, insurance, contracts and policy issues
- Suppliers of vehicles and other plant and equipment
- Other suppliers to the waste industry, such as software, hardware and bin companies
- Representatives from associated industries such as building, agriculture and manufacturing
- Providers of cutting edge solutions to niche parts of the industry

Venue

Sea World Resort Conference Centre Seaworld Dr, Main Beach QLD 4217

Set between the Gold Coast's spectacular Broadwater and the Pacific Ocean, Sea World Resort is an idyllic location for conferences and events.

Sea World Resort is only a short walk away from special encounters with Sea World's wonderful marine life.

We encourage you to bring the whole family and enjoy all Sea World has to offer, including heavily discounted park entry and accommodation options.

Location

Australia's Gold Coast is a unique city and one of the world's best holiday and conferencing destinations. It has everything that is great about Australia, all in one easy to reach location. A spectacular coastline, World Heritage listed rainforest, an exciting city centre, golf courses, theme parks, shopping, restaurants and year round events.

A sun-kissed city by the sea, the Gold Coast is a place defined by an unmistakable energy. Each year, over 13 million visitors flock to the city, eager to soak up the sun, feel the sand between their toes and take part in the near limitless range of attractions and experiences.

Located on Australia's South-East Queensland coastline, the Gold Coast is serviced by two major airports. Brisbane Domestic and International Airport is less than one-hour drive away, while Gold Coast Airport is just 30 minutes drive from the centre of Surfers Paradise.

About the 2024 Future Waste Resources Symposium

FWR 2024 will be a forum for the exchange of ideas and discussion around key industry issues. Presentations and sessions will provide information about how business, with sound government policy, can deliver improvements to the State's waste diversion and resource recovery growth in line with community expectations and industry aspirations.

The program will capture four prominent themes relevant to all stakeholders with interests in the waste and recycling industry. It will look to the future by demonstrating what is currently being achieved and what is next on the horizon. The program will boast presentations by industry leaders and innovators, panel discussions and four themed streams focused on the significant issues impacting the industry now and beyond.

The trade exhibition will complement the program by providing an opportunity for delegates to meet with suppliers and discuss the latest industry developments and innovations. All meal breaks will be served within the exhibition area to maximise interaction between delegates and exhibitors.

The Welcome Function and Gala Awards Dinner will also provide an excellent opportunity to gain important industry and government contacts.

PRELIMINARY PROGRAM OVERVIEW*

Wednesday 31st July 2024

- Technical Tour
- Welcome Function

Thursday 1st August 2024

- Official Opening
- Stream 1: Building a Sustainable Future for Queensland
- Stream 2: Addressing the Lithium Battery Crisis
- Trade Exhibition
- Gala Awards Dinner

Friday 2nd August 2024

- Stream 3: Queensland's Path to Waste & Recycling Innovation
- Stream 4: Raising the Bar: Achieving an 80% Recycling Rate in Queensland
- Trade Exhibition
- Closing panel discussion

** Details may be subject to change*



THANK YOU TO OUR PARTNERS & SPONSORS

WRIQ would like to acknowledge the generous support of our sponsors and partners:

Bucher Municipal

BARISTA SPONSOR



Bucher Municipal is a global leader in the development and manufacturing of specialized municipal vehicles. Our comprehensive portfolio includes street sweepers, refuse collection vehicles, sewer cleaning equipment, and winter maintenance equipment. We are committed to innovative technology and sustainable solutions that promote cleaner, safer, and more efficient cities worldwide.

www.buchermunicipal.com

REMONDIS Australia

WATER BOTTLES SPONSOR



WORKING FOR THE FUTURE

REMONDIS Australia provides full-service, end-to-end waste collection, treatment, resource recovery and management solutions right across the country, in all industry sectors. In partnership with our clients, we believe we can achieve a more sustainable future – a future in which waste is a resource.

www.remondis-australia.com.au

NuGrow

LANYARDS SPONSOR



NuGrow, proudly Queensland-owned and operated, offers commercial and local government organic recycling services in Bundaberg, Gold Coast, Ipswich, Rockhampton, and Western Downs. We provide comprehensive onsite solutions, including processing, grinding, and transport services tailored to our customers operations. Our high-quality compost and soil blends support agriculture and landscaping projects, fostering the circular economy.

nugrow.com.au

SPONSORSHIP OPPORTUNITIES AVAILABLE NOW

Partnerships allow your organisation to strategically position itself at this high-profile industry event and will provide you with access to an engaged growing market with new funding sources.

FWR 2024 is designed to facilitate a multitude of formal and informal networking opportunities allowing you to interact with delegates and exchange ideas in a relaxed environment. There are a variety of packages available designed to provide maximum exposure for your organisation in all promotions before, during and after the event.

If your organisation wants to stand out as being an innovator in the waste and recycling industry, you can't afford to miss out on this opportunity.

PRELIMINARY PROGRAM

Wednesday 31st July 2024

TECHNICAL TOUR

Attendees should assemble in the foyer of the Sea World Resort at 9.00am for a 9.30am sharp departure. The bus will return by approximately 4.30pm.

All participants are required to wear long pants and enclosed, flat shoes.

Lunch and snacks will be provided. We recommend that you bring a hat and sunscreen.

Phoenix Power Recyclers

Phoenix is Queensland’s first purpose built in-vessel composting facility. The facility features controlled atmosphere receive hall, picking station and aerated floor composting vessels all with the aim of minimizing odour emissions and optimizing composting process. This makes it ideally suited to accept FOGO and food wastes of all kinds.

Phoenix is continuously working to develop markets in all sectors including the agricultural community, through market education strategy forming partnerships with waste producers from the food production industries to develop products that are in increasing demand for the health of agricultural soils.

Bunya Renewable Hybrid Project

LGI designed, built, and operates the Bunya renewable power station which operates 24 hours a day, 7 days a week. Initially commissioned in 2018 as 1MW, in 2021 LGI downsized the generator to 600kW. In 2024, LGI then upgraded to a renewable hybrid with a battery energy storage system (BESS) comprising a 1MW/2MWh Tesla Megapack. LGI has a long-term contract with Moreton Bay Regional Council at Bunya, Dakabin and Caboolture to recover and beneficially reuse biogas.

Site three to be advised



PRELIMINARY PROGRAM

Thursday 1st August 2024

0800	Registration, tea and coffee	1230	Lunch
OPENING PLENARY		BUILDING A SUSTAINABLE FUTURE FOR QUEENSLAND - PART II	
0900	Welcome and housekeeping Alison Price , CEO - Waste, Recycling Industry QLD	1330	Presentation title to be advised Jason Lange , Director - Atlas Soils
0910	Official Welcome Richard Taylor , Chair - Waste, Recycling Industry QLD		Presentation title to be advised Speaker to be advised
0920	Opening Address The Hon. Grace Grace MP , Minister for State Development and Infrastructure (invited)		Presentation title to be advised Speaker to be advised
0930	Symposium Format Alison Price , CEO - Waste, Recycling Industry QLD	Panel and open discussion	
0940	KEYNOTE PRESENTATION Speaker to be advised	1500	Afternoon tea break
1010	Questions and discussion	ADDRESSING THE LITHIUM BATTERY CRISIS	
1030	Morning tea break	1530	Lithium batteries have become essential power sources in numerous devices, from smartphones to electric vehicles. However, their widespread use has led to a growing issues and concerns regarding their safe disposal and the impact on the environment.
BUILDING A SUSTAINABLE FUTURE FOR QUEENSLAND - PART I			This session aims to discuss key solutions to the lithium battery crisis, including potential strategies for addressing lithium battery waste, challenges in implementing these solutions, and the expected impact of proposed strategies.
1100	In these two sessions, we will explore strategies to achieve better outcomes for Queensland by adopting innovative approaches in state and local government and business practices. We will specifically focus actionable insights and strategies to drive positive change in Queensland's waste management sector, improve government-business relations, and promote sustainable practices that will benefit our environment and our communities.		Presentation title to be advised Andrew Connor , Executive Director, Office of Circular Economy - Department of Environment, Science and Innovation
	Presentation title to be advised Department of Environment, Science and Innovation		Silent Sparks: Battery fire risks in waste and recycling Brett Lemin , Executive Director - Waste Contractors & Recyclers Association of NSW
	Presentation title to be advised Grant Gabriel , Program Director, ARRC Environment, Heritage and Resilience - City of Gold Coast		Second life batteries Andrew Chadwick , CEO - Sustainable Lithium Cells Australia
	Contracts from a planning and environment lawyer's perspective Leanne O'Brien , Special Counsel - Corrs Chambers Westgarth		Panel and open discussion
	Panel and open discussion	1700	Close Day 2
		1900	Gala Awards Dinner

Friday 2nd August 2024

0900 Registration, tea and coffee	1200 Lunch
QUEENSLAND'S PATH TO WASTE & RECYCLING INNOVATION - PART I	RAISING THE BAR: ACHIEVING AN 80% RECYCLING RATE IN QUEENSLAND
<p>0915 These two sessions will focus on the current challenges and systemic issues that are hindering progress the waste and recycling sector, as well as discussing what changes are necessary to prepare for a circular future. The sessions will also explore how to better utilise levy funding to drive waste recycling innovation in the state.</p> <p>KEYNOTE PRESENTATION</p> <p>Sam O'Connor MP, Shadow Minister for Environment and the Great Barrier Reef</p> <hr/> <p>Presentation title to be advised</p> <p>Department of State Development, Infrastructure, Local Government and Planning</p> <hr/> <p>Presentation title to be advised</p> <p>Rick Ralph, CEO - National Waste and Recycling Industry Council</p> <hr/> <p>Presentation title to be advised</p> <p>Daniel Blaser, General Manager - Rino Recycling</p> <hr/> <p>Panel and open discussion</p>	<p>1300 This panel discussion will focus on strategies to increase the recycling rate from 20% to 80% in Queensland, while addressing challenges related to producing safe recycled products amidst the presence of emerging contaminants such as PFAS, microplastics, asbestos, and engineered stone benchtops.</p> <p>WRIQ board members and other industry experts will share their vision for a sustainable future with the outcomes of the discussion to be the formation of a priority list and plan for effective waste management and recycling in Queensland.</p> <p>Panelists include:</p> <ul style="list-style-type: none"> • Hugo Parris, Regional Manager QLD - Cleanaway • David Wrenn, Executive Manager - Hazardous Resource Recovery Group • Mark Dekker, General Manager - BMI Resource Recovery • Josh Lannen, General Manager - MAMS Group • ADE Consulting
1030 Morning tea break	1500 Conference Close
QUEENSLAND'S PATH TO WASTE & RECYCLING INNOVATION - PART II	
<p>1100 Presentation title to be advised</p> <p>David Wrenn, Executive Manager - Hazardous Resource Recovery Group</p> <hr/> <p>Presentation title to be advised</p> <p>Nick Behrens, Director - Queensland Economics Advocacy Solutions</p> <hr/> <p>Innovation can be easy, managing compliance... now that can be difficult</p> <p>Mike Haywood, GM Fuels and Sustainable Energy - Verdant Earth Technologies</p> <hr/> <p>Panel and open discussion</p>	

SOCIAL FUNCTIONS

WELCOME FUNCTION

Join us for this informal Welcome Function where attendees can mingle, chat with speakers, and connect with exhibitors in a laid-back atmosphere.

This is the perfect opportunity to meet new people, exchange ideas, and kick off the event in a relaxed setting.

- Date:** Wednesday 31 July 2024
Time: 6:00 – 8:00pm
Venue: Sea World Conference Centre
Dress: Casual
Tickets: Included in full registrations or optional event for \$125. If you wish to purchase additional tickets, please visit the online registration form.

GALA AWARDS DINNER

The Gala Awards Dinner is the highlight of the FWR Symposium program and it is where the winners of the 2024 WRIQ Industry Awards will be announced.

Join us for an evening of celebration, camaraderie, good food, and valuable networking opportunities.

- Date:** Thursday 1 August 2024
Time: 7:00pm – late
Venue: Sea World Conference Centre
Dress: Dress to impress
Tickets: Included in full registrations or optional event for \$200. If you wish to purchase additional tickets, please visit the online registration form.

SHARK BAY TOUR

All conference delegates are invited to participate in a private tour of Sea World's award-winning Shark Bay.

Be amazed by the magical display of tropical fish, rays and other bottom-dwellers in the stunning Tropical Reef Lagoon. You'll come face to face with the impressive sharks that will glide past the huge windows offering a glimpse into the world of one of the ocean's top predators in the massive Shark Lagoon.

- Date:** Friday 2 August 2024
Time: 7:45 – 8:30am
Venue: Meet in the Sea World Resort Foyer at 7:45am
Dress: Casual
Tickets: Complimentary. For planning purposes, please indicate on your registration form if you wish to participate in the tour.



GENERAL INFORMATION

HOW TO REGISTER

Registration can be completed through either the online or pdf form available at wriqsymposium.com.au.

On receipt of your completed form, you will receive a confirmation email and tax invoice. Please note, registrations are not confirmed until payment is received in full.

WRIQ Members: To access discounted members rates please click "Access hidden tickets" on the Choose your Tickets page and enter your Registered Company Name.

CONFERENCE REGISTRATIONS CANNOT BE SHARED. STRICTLY ONE DELEGATE PER REGISTRATION ONLY.

PAYMENT

Registration will not be confirmed until payment is received in full. All fees are in Australian Dollars \$AUD and are inclusive of 10% Goods and Services Tax (GST)

CANCELLATIONS

Cancellation of your registration must be advised in writing to memberservices@wriq.com.au.

Cancellations received on or before 21 June 2024 will receive a full refund less a \$220 administration fee, cancellations received after this date will not receive a refund, however, we will accept delegate name changes at any time leading up to the event (differences in registration fees may be applicable).

PRIVACY

In registering for this event relevant details may be incorporated into a delegate list for the benefit of all delegates (name, organisation and title) and may be made available to parties directly related to the event including WRIQ and sponsors (subject to conditions). If you do not wish to be included in the delegate list please email memberservices@wriq.com.au.

REGISTRATION INCLUSIONS

Full registration includes:

- Attendance at symposium sessions (Thu 1 & Fri 2 Aug)
- Morning and/or afternoon tea and lunch as per the program
- 1 x Technical Tour Ticket (Wed 31 Jul)
- 1 x Networking Function Ticket (Wed 31 Jul)
- 1 x Gala Dinner Ticket (Thu 1 Aug)
- Access to symposium papers and presentations following the conference (subject to speakers approval)

Two-day registration includes:

- Attendance at symposium sessions (Thu 1 & Fri 2 Aug)
- Morning and/or afternoon tea and lunch as per the program
- Access to symposium papers and presentations following the conference (subject to speakers approval)

Day registration includes:

- Attendance at symposium sessions on selected day
- Morning and/or afternoon tea and lunch on selected day as per the program
- Access to symposium papers and presentations following the conference (subject to speakers approval)

Optional tickets

- 1 x Technical Tour Ticket (Wed 31 Jul)
- 1 x Networking Function Ticket (Wed 31 Jul)
- 1 x Gala Dinner Ticket (Thu 1 Aug)

PARKING

Car parking is complimentary for self-parking or Valet Parking is available through Concierge at the Hotel Reception for \$20.00 per car per stay (subject to change without notice) Click to access the Resort Map and Location. Vehicles left onsite are at owner's risk. Parking is also available on Sea World Drive, where permitted.

DRESS CODE

The dress standard for the event is business/smart casual including the networking function. The dress code for the Gala Dinner is "Dress to Impress".

ACCOMMODATION

If you need to book accommodation for your stay on the Gold Coast please visit: <https://www.wriqsymposium.com.au/registration/accommodation/>

DISCLAIMER

Every effort has been made to present all the information contained in this brochure as accurately as possible. The organisers reserve the right to change, without notice, any or all of these details.

PHOTOGRAPHY/RECORDING

By registering for the FWR Symposium you consent and grant permission to WRIQ, its agents and others working under its authority, to take and to have full and free use of video/photographs containing your image/likeness. These images and recordings may be used for promotional, news, online/multimedia, research and/or educational purposes by and for WRIQ. Copies of the event photographs will be made available to the attendees after the event.

CONTACT

If you have any questions about the event, registration or WRIQ please contact:

Waste Recycling Industry QLD
Suite 101, 726 Gympie Rd
Chermside QLD 4032

T: 07 3067 3315

E: memberservices@wriq.com.au



Contact us

Should you have any questions regarding any of the information contained within this brochure, please contact the FWR team today.

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www.wriqsymposium.com.au



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 CLOSURE OF MEETING