



# **ORDINARY MEETING**

## **AGENDA**

**7 MAY 2019**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 7 May 2019 commencing at 9.00am for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be "C. P.", is written over a faint, light blue circular stamp.

**CHIEF EXECUTIVE OFFICER**  
2 May 2019

Next Meeting Date: 21.05.19

**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.

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT .....	1
3	APOLOGIES AND LEAVE OF ABSENCE .....	1
4	CONFIRMATION OF MINUTES.....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....	1
6	BUSINESS OUTSTANDING .....	2
	NIL .....	2
7	PUBLIC FORUMS/DEPUTATIONS .....	3
	NIL .....	3
8	PRESENTATION OF PETITIONS.....	4
	NIL .....	4
9	COMMITTEE REPORTS.....	5
9.1	PLANNING AND REGULATORY COMMITTEE MEETING - 30 APRIL 2019 .....	5
9.2	INFRASTRUCTURE COMMITTEE MEETING - 30 APRIL 2019.....	19
9.3	AIRPORT, WATER AND WASTE COMMITTEE MEETING - 30 APRIL 2019 .....	28
9.4	COMMUNITY SERVICES COMMITTEE MEETING - 1 MAY 2019.....	35
9.5	PARKS, RECREATION AND SPORT COMMITTEE MEETING - 1 MAY 2019.....	42
10	COUNCILLOR/DELEGATE REPORTS .....	45
	NIL .....	45
11	OFFICERS' REPORTS .....	46
11.1	COMMUNITY ASSISTANCE PROGRAM - ENVIRONMENT AND SUSTAINABILITY SCHEME - MARCH 2019 COMMUNITY INITIATIVES .....	46
11.2	ENVIRONMENTAL SUSTAINABILITY STRATEGY: QUARTERLY PROGRESS REPORT FOR Q3 FY2018-19 AND PROPOSED ACTION PLAN FOR FY2019-20.....	51
11.3	INFORMATION AND COMMUNICATION TECHNOLOGY SPECIALISED AND SOLE PROVIDER STATUS.....	75
11.4	PROJECT DELIVERY MONTHLY REPORT - MARCH 2019.....	77
11.5	A CQ ALLIANCE OF COUNCILS PROPOSAL .....	82
11.6	ELECTORAL DIVISION REPORT .....	83
11.7	COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER .....	85

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<b>12</b>	<b>NOTICES OF MOTION .....</b>	<b>99</b>
	NIL .....	99
<b>13</b>	<b>QUESTIONS ON NOTICE .....</b>	<b>100</b>
	NIL .....	100
<b>14</b>	<b>URGENT BUSINESS/QUESTIONS .....</b>	<b>101</b>
<b>15</b>	<b>CLOSED SESSION .....</b>	<b>102</b>
	16.1 ANTI-DISCRIMINATION COMPLAINT .....	102
<b>16</b>	<b>CONFIDENTIAL REPORTS.....</b>	<b>103</b>
	16.1 ANTI-DISCRIMINATION COMPLAINT .....	103
<b>17</b>	<b>CLOSURE OF MEETING.....</b>	<b>104</b>

## **1 OPENING**

The opening prayer presented by Father Sijo, Cathedral Parish of St Joseph.

## **2 PRESENT**

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer

## **3 APOLOGIES AND LEAVE OF ABSENCE**

## **4 CONFIRMATION OF MINUTES**

Minutes of the Ordinary Meeting held 16 April 2019

## **5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## **8 PRESENTATION OF PETITIONS**

Nil



## **9 COMMITTEE REPORTS**

### **9.1 PLANNING AND REGULATORY COMMITTEE MEETING - 30 APRIL 2019**

#### **RECOMMENDATION**

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 30 April 2019 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)

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**Recommendation of the Planning and Regulatory Committee, 30 April 2019**
**9.1.1 D/25-2018 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR FOUR (4) SHOPS AND A MULTIPLE DWELLING (8 UNITS)**

**File No:** D/25-2018

**Attachments:**

1. Locality Plan
2. Site Plan
3. Elevation Plan

**Authorising Officer:** Tarnya Fitzgibbon - Coordinator Development Assessment  
Steven Gatt - Acting General Manager Community Services

**Author:** Brandon Diplock - Planning Officer

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**SUMMARY**

*Development Application Number:* D/25-2018

*Applicant:* Lynp Projects & Constructions C/- Emerge Planning & Development

*Real Property Address:* Lot 8 on RP604534, Parish of Archer

*Common Property Address:* 78 High Street, Berserker

*Area of Site:* 1,012 square metres

*Planning Scheme:* Rockhampton Region Planning Scheme 2015

*Planning Scheme Zone:* Low-Medium Density Residential Zone

*Planning Scheme Overlays:* Nil

*Existing Development:* Dwelling House

*Existing Approvals:* Not Applicable

*Approval Sought:* Development Permit for a Material Change of Use for four (4) Shops and a Multiple Dwelling (8 Units)

*Level of Assessment:* Impact Assessable

*Submissions:* One (1)

*Infrastructure Charges Area:* Charge Area 1

*Application Progress:*

<i>Application Lodged:</i>	20 March 2018
<i>Acknowledgment Notice issued:</i>	27 March 2018
<i>Request for Further Information sent:</i>	28 March 2018
<i>Request for Further Information responded to:</i>	28 June 2018
<i>Submission period commenced:</i>	7 February 2019
<i>Submission period end:</i>	28 February 2019
<i>Last receipt of information from applicant:</i>	23 March 2019
<i>Statutory due determination date:</i>	22 May 2019

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**COMMITTEE RECOMMENDATION****RECOMMENDATION A**

That in relation to the application for a Development Permit for a Material Change of Use for four (4) Shops and a Multiple Dwelling (8 Units), made by Lynp Projects & Constructions C/- Emerge Planning & Development, on land located at 78 High Street, Berserker, described as Lot 8 on RP604534, Parish of Archer, Council resolves to Approve the application subject to the following conditions:

**1.0 ADMINISTRATION**

- 1.1 The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.
  - 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
  - 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
    - 1.3.1 to Council's satisfaction;
    - 1.3.2 at no cost to Council; and
    - 1.3.3 prior to the commencement of the use unless otherwise stated.
  - 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use, unless otherwise stated.
  - 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
    - 1.5.1 Operational Works:
      - (i) Access and Parking Works;
      - (ii) Roof and Allotment Drainage;
    - 1.5.2 Plumbing and Drainage Works;
    - 1.5.3 Building Works:
      - (i) Demolition Works; and
      - (ii) Building Works.
  - 1.6 All Development Permits for Operational Works and Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
  - 1.7 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
  - 1.8 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 2.0 APPROVED PLANS AND DOCUMENTS**
- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by any condition of this development approval:

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Stormwater Management Plan	201801smpA, Rev A	02 March 2019
Locality Map & Schedule of Drawings	2018018-C00 A, Rev B	22 March 2019
Proposed Carpark Layout Plan	2018018-C02 A, Rev B	22 March 2019
Proposed B85 Turning Plan	2018018-C03 A, Rev B	22 March 2019
Proposed WCV Turning & Collection Plan	2018018-C04 A, Rev B	22 March 2019
Proposed Stormwater Layout Plan	2018018-C05 A, Rev B	22 March 2019
Sight Distances Plan	2018018-C06 A, Rev B	22 March 2019
Site Plan	2018.10, Sheet 01	19 March 2019
Ground Floor Plan	2018.10, Sheet 02	19 March 2019
2 <sup>nd</sup> / 3 <sup>rd</sup> Floor Plan	2018.10, Sheet 03	19 March 2019
Roof Plan	2018.10, Sheet 04	19 March 2019
North Elevation	2018.10, Sheet 05	19 March 2019
East Elevation	2018.10, Sheet 06	19 March 2019
West Elevation	2018.10, Sheet 07	19 March 2019
South Elevation	2018.10, Sheet 08	19 March 2019

2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.

2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the submission of an application for a Development Permit for Operational Works/Building Works.

### 3.0 ACCESS AND PARKING WORKS

3.1 A Development Permit for Operational Works (access and parking works) must be obtained prior to the commencement of any access and parking works on the development site.

3.2 All access and parking works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).

3.3 All car parking and access areas must be paved or sealed to Council's satisfaction. Design and construction must be in accordance with the provisions of a Development Permit for Operational Works (access and parking works).

3.4 The existing access to the development which is located centrally within the High Street frontage of the site must be closed.

3.5 Any redundant vehicular crossovers must be replaced by Council standard kerb and channel.

3.6 Access to the site must be limited to 'left in, left out' only.

3.7 All vehicles must ingress and egress the development in a forward gear.

3.8 Adequate sight distances must be provided for all ingress and egress movements at the access driveways in accordance with *Australian Standard AS2890.2 "Parking facilities - Off street commercial vehicle facilities"*.

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- 3.9 Universal access parking spaces must be provided on-site in accordance with *Australian Standard AS2890.6 "Parking facilities - Off-street parking for people with disabilities"*.
- 3.10 Parking spaces must be line-marked in accordance with the approved Site Plan (refer to condition 2.1) and in accordance with the *Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).
- 3.11 All vehicle operations associated with the development must be directed by suitable directional, informative, regulatory or warning signs in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"* and *Australian Standard AS2890.1 "Parking facilities – Off-street car parking"*.
- 3.12 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 4.0 **PLUMBING AND DRAINAGE WORKS**
- 4.1 A Development Permit for Plumbing and Drainage Works must be obtained for the removal and/or demolition of any existing structure on the development site.
- 4.2 All internal plumbing and drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008, Plumbing and Drainage Act 2002*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.
- 4.3 The development must be connected to Council's reticulated sewerage and water networks.
- 4.4 A new water connection point must be provided to the development. An hydraulic engineer or other suitably qualified person must determine the size of connection required.
- 4.5 Adequate domestic and fire fighting protection must be provided to the development, and must be certified by an hydraulic engineer or other suitably qualified person.
- 4.6 The proposed development must be provided with a master meter at the development site boundary and sub-meters for each sole occupancy building in accordance with the *Queensland Plumbing and Drainage Code* and Council's Sub-metering Policy.
- 4.7 All internal plumbing and sanitary drainage works must be completely independent for each unit/tenancy.
- 4.8 Sewer connections and water meter boxes located within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy duty trafficable lids.
- 4.9 Alteration, disconnection or relocation of internal plumbing and sanitary drainage works associated with the existing building must be in accordance with regulated work under the *Plumbing and Drainage Act 2002* and Council's Plumbing and Drainage Policies.
- 4.10 The development must comply with *Queensland Development Code, Mandatory Part 1.4 "Building over or near relevant infrastructure."* Any permit associated with the Building Over/Adjacent to Local Government Sewerage Infrastructure Policy must be obtained prior to the issue of a Development Permit for Building Works.
- 5.0 **ROOF AND ALLOTMENT DRAINAGE WORKS**
- 5.1 A Development Permit for Operational Works (roof and allotment drainage works) must be obtained prior to the commencement of any drainage works on the development site.
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- 5.2 All roof and allotment drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of a Development Permit for Operational Works (roof and allotment drainage works).
- 5.3 All roof and allotment runoff from the development must be directed to a lawful point of discharge and must not restrict, impair or change the natural flow of runoff water or cause a nuisance to surrounding land or infrastructure.
- 5.4 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.

#### 6.0 SITE WORKS

- 6.1 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
- 6.2 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.

#### 7.0 BUILDING WORKS

- 7.1 The existing dwelling on the subject land must be demolished and a Development Permit for Building Works (demolition) must be obtained prior to the commencement of demolition works on the development site.
- 7.2 A minimum 1.8 metre high screen fence must be erected between the subject development site and adjacent residential properties south of the development.

#### 8.0 LANDSCAPING WORKS

- 8.1 All landscaping must be established generally in accordance with the approved plans (refer to condition 2.1). The landscaping must be constructed and/or established prior to the commencement of the use and the landscape areas must predominantly contain plant species that have a low water dependency.
- 8.2 Large trees must not be planted within one (1) metre of the centreline of any sewerage and/or water infrastructure; small shrubs and groundcover are acceptable.
- 8.3 Landscaping, or any part thereof, upon reaching full maturity, must not:
- (i) obstruct sight visibility zones as defined in the *Austroads 'Guide to Traffic Engineering Practice'* series of publications;
  - (ii) adversely affect any road lighting or public space lighting; or
  - (iii) adversely affect any Council infrastructure, or public utility plant.
- 8.4 The landscaped areas must be subject to:
- 8.4.1 a watering and maintenance plan during the establishment moment; and
  - 8.4.2 an ongoing maintenance and replanting programme.

#### 9.0 ELECTRICITY

- 9.1 Underground electricity services must be provided in accordance with approved Operational Works Plans and the standards and requirements of the relevant service provider.
- 9.2 A *Certificate of Electricity Supply* from the relevant service provider must be provided to Council, prior to the commencement of the use.

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

providing performance security, the Supplier will issue a *Certificate of Electricity Supply*.

#### 10.0 TELECOMMUNICATIONS

- 10.1 Telecommunications services must be provided to the development in accordance with the standards and requirements of the relevant service provider, unless otherwise stipulated by telecommunications legislation at the time of installation. This includes all necessary pits, pipes and conduits that provide a connection to the telecommunications network.

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

- 10.2 Provide internal and external conduit paths for all unit developments.
- 10.3 The conduits, pipes and cables required by this condition are located on private land and therefore ownership of the conduits, etc. will be with the owner of the land or a carrier that uses the conduit to carry its cables.
- 10.4 Evidence of acceptance of the works from the relevant service provider must be provided to Council, prior to the commencement of the use.

Note: This will be a letter from either:

**NBN** a *'Certificate of Practical Completion'*;

**Telstra** a *"Telecommunications Agreement/Provisioning Letter"*; or

**A Licenced Carrier** under the Telecommunications Act 1997 - *signed documentation from a Registered Professional Engineer of Queensland - electrical engineer*.

#### 11.0 ASSET MANAGEMENT

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

#### 12.0 ENVIRONMENTAL

- 12.1 Any application for a Development Permit for Operational Works must be accompanied by an Erosion and Sediment Control Plan that addresses, but is not limited to, the following:
- (i) objectives;
  - (ii) site location and topography;
  - (iii) vegetation;
  - (iv) site drainage;
  - (v) soils;
  - (vi) erosion susceptibility;
  - (vii) erosion risk;

- (viii) concept;
- (ix) design; and
- (x) implementation,

for the construction and post-construction phases of work.

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

13.0 ENVIRONMENTAL HEALTH

- 13.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with *Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting"*.
- 13.2 Noise emitted from the activity must not cause an environmental nuisance.
- 13.3 Operations on the site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise or dust.
- 13.4 Air-conditioning units must be located so as not to cause a noise nuisance and maintained in proper working order at all times. Installation is to be as per manufacturers' instructions to ensure the efficiency of the equipment'.
- 13.5 When requested by Council, noise monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise. The monitoring data, an analysis of the data and a report, including noise mitigation measures, must be provided Council within fourteen (14) days of the completion of the investigation. Council may require any noise mitigation measures identified in the assessment to be implemented within appropriate timeframes. Noise measurements must be compared with the acoustic quality objectives specified in the most recent edition of the *Environmental Protection (Noise) Policy*.
- 13.6 The hours of operation are regulated by the *Trading (Allowable Hours) Act 1990*.
- 13.7 The loading and/or unloading of delivery and waste collection and service vehicles is limited between the hours of 0700 and 1900 Monday to Saturday and between the hours of 0800 and 1500 on Sundays. No heavy vehicles must enter the development site outside these times to wait for unloading/loading.

14.0 OPERATING PROCEDURES

- 14.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site. Storage of materials or parking of construction machinery or contractors' vehicles must not occur within High Street.
- 14.2 Operations on the development site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise or dust.
- 14.3 All waste storage areas must be:
- 14.3.1 kept in a clean and tidy condition; and
  - 14.3.2 maintained in accordance with *Environmental Protection Regulation 2008*.



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

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

**NOTE 2. Asbestos Removal**

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

**NOTE 3. General Environmental Duty**

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

**NOTE 4. Licensable Activities**

Should an activity licensable by Rockhampton Regional Council be proposed for the development site, Council’s Environment and Public Health Unit must be consulted to determine whether any approvals are required. Such activities may include food preparation, storage of dangerous goods or environmentally relevant activities. Approval for such activities is required before ‘fit out’ and operation.

**NOTE 5. General Safety Of Public During Construction**

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

**NOTE 6. Infrastructure Charges Notice**

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

**RECOMMENDATION B**

That in relation to the application for a Development Permit for a Material Change of Use for four (4) Shops and a Multiple Dwelling (8 Units), made by Lynp Projects & Constructions C/- Emerge Planning & Development, on land located at 78 High Street, Berserker, described as Lot 8 on RP604534, Parish of Archer, Council resolves to issue an Infrastructure Charges Notice for the amount of \$137,924.73.

**Recommendation of the Planning and Regulatory Committee, 30 April 2019****9.1.2 DECISIONS UNDER DELEGATION - MARCH 2019**

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

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**SUMMARY**

*This report outlines the properly made development applications received in March 2019 and whether they will be decided under delegation or decided by Council.*

**COMMITTEE RECOMMENDATION**

THAT this report into the applications lodged in March 2019 be received.

**Recommendation of the Planning and Regulatory Committee, 30 April 2019****9.1.3 DRAFT SURVEILLANCE PROGRAM FOR INVASIVE BIOSECURITY MATTER UNDER THE BIOSECURITY ACT 2014****File No:** 2557**Attachments:** 1. Draft Surveillance Program for Invasive Biosecurity Matter Under the Biosecurity Act 2014**Authorising Officer:** Steven Gatt - Acting General Manager Community Services**Author:** Karen Moody - Coordinator Health and Environment

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**SUMMARY**

*This report presents a Draft Surveillance Program for Invasive Biosecurity Matter under the Biosecurity Act 2014 for Council consideration and approval to consult with the Department of Agriculture and Fisheries.*

**COMMITTEE RECOMMENDATION**

THAT Council approves the draft Surveillance Program for consultation with the State Department of Agriculture and Fisheries (DAF).

**COMMITTEE RECOMMENDATION**

THAT Council develop a strategy for Wash Down Facilities and then seek funding.

**Recommendation of the Planning and Regulatory Committee, 30 April 2019****9.1.4 CMDG GOVERNANCE STRATEGY**

**File No:** 4392  
**Attachments:** 1. CMDG Governance Strategy  
**Authorising Officer:** Steven Gatt - Acting General Manager Community Services  
**Author:** Jamie McCaul - Coordinator Development Engineering

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**SUMMARY**

*Council's Operational Plan 2018/2019 1.1.3.2 requires governance arrangements for the management of the Capricorn Municipal Development Guidelines (CMDG) to be implemented prior to the end of the financial year. Officers have prepared a governance document in conjunction with the CMDG Committee and it is now presented to Council for endorsement.*

**COMMITTEE RECOMMENDATION**

THAT Council :

1. Endorses the Governance Strategy Document for the management of the CMDG; and
2. Authorises the CEO to sign the document on behalf of Rockhampton Regional Council.

**Recommendation of the Planning and Regulatory Committee, 30 April 2019****9.1.5 STATE SUBMISSION REQUESTING CENTRALISATION OF COMPANION ANIMAL MANAGEMENT DATABASES AND AMENDMENTS TO THE ANIMAL MANAGEMENT (CATS & DOGS) ACT 2008**

**File No:** 11698  
**Attachments:** Nil  
**Authorising Officer:** Steven Gatt - Acting General Manager Community Services  
**Author:** Nishu Ellawala - Coordinator Local Laws

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**SUMMARY**

*The purpose of the report is to recommend Council make a formal submission to the Local Government Association Queensland (LGAQ) with the following proposal:*

*Investigate opportunities to centralise the various Companion Animal Management databases with an introduction of a centralised companion animal register that serves as a single online database that is accessible 24/7, including on mobile devices to record all companion animals in Queensland under statutory control.*

**COMMITTEE RECOMMENDATION**

THAT a Procedural Motion be put to split the Recommendation.

**COMMITTEE RECOMMENDATION**

THAT the Chief Executive Officer (Manager Planning and Regulatory Services) be authorised to make representations to the Local Government Association of Queensland seeking a review to:

- (1) Investigate opportunities to centralise the various Companion Animal Management databases with an introduction of a centralised companion animal register that serves as a single online database that is accessible 24/7, including on mobile devices to record all companion animals in Queensland under statutory control incorporating:
  - (a) Permanent identification system for companion animals which allows owners to instantly update registration or microchip details if they move to a new house or change phone numbers.;
  - (b) Ensures a 'unique dog owner number' and lists any control orders in force on a dog;
  - (c) Contains details of all accredited assistance dogs, racing greyhounds, and registered breeders; and

**COMMITTEE RECOMMENDATION**

THAT a further report on means of reducing unwanted breeding via mechanisms such as registrations or desexing be brought to the Council table.

**Recommendation of the Planning and Regulatory Committee, 30 April 2019****9.1.6 MONTHLY OPERATIONS REPORT FOR PLANNING & REGULATORY SERVICES - MARCH 2019****File No: 1464****Attachments: 1. Monthly Operations Report for Planning & Regulatory Services - March 2019****Authorising Officer: Steven Gatt - Acting General Manager Community Services****Author: Steven Gatt - Acting General Manager Community Services**

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**SUMMARY**

*The Monthly Operations Report for the Planning & Regulatory Services Section for March 2019 is presented for Councillor's information.*

**COMMITTEE RECOMMENDATION**

THAT The Planning & Regulatory Services Monthly Operations Report for March 2019 be 'received'.

**9.2 INFRASTRUCTURE COMMITTEE MEETING - 30 APRIL 2019****RECOMMENDATION**

THAT the Minutes of the Infrastructure Committee meeting, held on 30 April 2019 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 Infrastructure Committee, 30 April 2019****9.2.1 NORTH / KNUTSFORD / TALFORD STREET INTERSECTION ROAD SAFETY CONCERNS****File No:** 7127**Attachments:**  
1. Option A  
2. Option B**Authorising Officer:** Peter Kofod - General Manager Regional Services  
Martin Crow - Manager Infrastructure Planning  
Stuart Harvey - Coordinator Strategic Infrastructure**Author:** Stuart Singer - Technical Officer

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**SUMMARY**

*Council have received customer requests regarding safety concerns at the intersection of North Street with Knutsford and Talford Streets. This report summarises the analysis performed for this intersection and provides recommendations.*

**COMMITTEE RECOMMENDATION**

THAT Council endorse Option B as the preferred solution to improve traffic safety.



**Recommendation of the Infrastructure Committee, 30 April 2019****9.2.2 NAMING OF ROAD OFF CAPRICORN HIGHWAY (OPPOSITE OHL ROAD)****File No:** 394**Attachments:**

1. Road Naming Submission (In Confidential)
2. Assessment Criteria and Results (In Confidential)
3. Map location of Road to be named (In Confidential)

**Authorising Officer:** Peter Kofod - General Manager Regional Services  
Martin Crow - Manager Infrastructure Planning  
Stuart Harvey - Coordinator Strategic Infrastructure**Author:** Stuart Singer - Technical Officer

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**SUMMARY**

*This report provides a recommendation for the naming of a new road that is located off the Capricorn Highway (opposite Ohl Road), Gogango and seeks Council's adoption of this name.*

**COMMITTEE RECOMMENDATION**

THAT the road located off the Capricorn Highway (opposite Ohl road), Gogango be named 'Newton Road'

**Recommendation of the Infrastructure Committee, 30 April 2019****9.2.3 PROPOSED BUS SHELTER PROGRAM****File No:** 1921**Attachments:**

1. Bus Stop Priority Listing
2. Map of proposed bus stop locations
3. Map of bus stop locations
4. Bus shelter designs and costs

**Authorising Officer:** Martin Crow - Manager Infrastructure Planning  
Peter Kofod - General Manager Regional Services**Author:** Stuart Harvey - Coordinator Strategic Infrastructure

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**SUMMARY**

*Following a previous Council report, a preliminary investigation has been conducted to identify the most appropriate locations to provide shelter structures at existing bus stop locations in the region. This report highlights the recommended locations, potential designs and associated costs for the consideration of Council.*

**COMMITTEE RECOMMENDATION**

THAT Council nominate the attached locations for funding under the DTMR Bus Stop Shelter Program, as indicated in the report.

**Recommendation of the Infrastructure Committee, 30 April 2019****9.2.4 CIVIL OPERATIONS MONTHLY OPERATIONS REPORT****File No: 7028****Attachments: 1. Civil Operations Monthly Operations Report - March 2019****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Michael O'Keeffe - Acting Manager Civil Operations**

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**SUMMARY**

*This report outlines Civil Operations Monthly Operations Report on the activities and services in March 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Civil Operations Monthly Operations Report on the activities and services in March 2019 be received.

**Recommendation of the Infrastructure Committee, 30 April 2019****9.2.5 INFRASTRUCTURE PLANNING MONTHLY OPERATIONS REPORT****File No: 7028****Attachments: 1. Infrastructure Planning Monthly Operations Report - March 2019****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Martin Crow - Manager Infrastructure Planning**

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**SUMMARY**

*This report outlines Infrastructure Planning Monthly Operations Report for the period to the end of March 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Infrastructure Planning Monthly Operations Report for March 2019 report be received.

**Recommendation of the Infrastructure Committee, 30 April 2019****9.2.6 PROJECT DELIVERY MONTHLY REPORT - MARCH 2019**

**File No:** 7028  
**Attachments:** 1. Project Reports - Infrastructure - March 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

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**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for March 2019 for Project Delivery Monthly Report - CBD Smart Tech – Stages 3A/B/C/D be received.

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for March 2019 excluding Project Delivery Monthly Report - CBD Smart Tech – Stages 3A/B/C/D be received.

**Recommendation of the Infrastructure Committee, 30 April 2019****9.2.7 MURRAY STREET - REQUEST FOR LINEMARKING**

**File No:** 1666  
**Attachments:** 1. Location Map  
**Authorising Officer:** Martin Crow - Manager Infrastructure Planning  
Peter Kofod - General Manager Regional Services  
**Author:** Stuart Harvey - Coordinator Strategic Infrastructure

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**SUMMARY**

*A request for linemarking has been made by a resident in Murray Street. This report details the nature of the request and the recommended action.*

**COMMITTEE RECOMMENDATION**

THAT Council does not implement a yellow "No Standing" line outside the Murray Street residence identified in the report.

**Recommendation of the Infrastructure Committee, 30 April 2019****9.2.8 CUSTOMER COMPLAINT RELATING TO DAMAGED DRIVEWAY - CYCLONE MARCIA****File No:** 8054**Attachments:**

1. Damage due to Cyclone Marcia
2. Second Driveway
3. First Driveway

**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** David Bremert - Manager Civil Operations

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**SUMMARY**

*Residents have requested additional driveway works be undertaken by Council to restore edging to a second driveway that was removed in 2015 following Cyclone Marcia. This report outlines the repair works undertaken by Council.*

**COMMITTEE RECOMMENDATION**

THAT Council install kerbing to a safe height to minimise trip hazards.

**9.3 AIRPORT, WATER AND WASTE COMMITTEE MEETING - 30 APRIL 2019****RECOMMENDATION**

THAT the Minutes of the Airport, Water and Waste Committee meeting, held on 30 April 2019 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 Airport, Water and Waste Committee, 30 April 2019****9.3.1 ROCKHAMPTON AIRPORT MONTHLY OPERATIONS REPORT - MARCH 2019****File No: 7927****Attachments: 1. Rockhampton Airport Monthly Operational Report - march 2019****Authorising Officer: Tony Cullen - General Manager Advance Rockhampton****Author: Tracey Baxter - Manager Airport**

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**SUMMARY**

*The Monthly Operations and Annual Performance Plan Report for the Rockhampton Airport for March 2019 is presented for Councillors information.*

**COMMITTEE RECOMMENDATION**

THAT the Rockhampton Airport Operations and Annual Performance Plan Report for March 2019 be 'received'.

**Recommendation of the Airport, Water and Waste Committee, 30 April 2019****9.3.2 ROCKHAMPTON REGIONAL WASTE AND RECYCLING MONTHLY OPERATIONS REPORT FOR MARCH 2019****File No: 7927****Attachments: 1. Rockhampton Regional Waste and Recycling Operations Report March 2019****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Michael O'Keeffe - Acting Manager Civil Operations**

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**SUMMARY**

*The purpose of this report is to provide Council with an overview of Rockhampton Regional Waste and Recycling (RRWR) for the month of March 2019*

**COMMITTEE RECOMMENDATION**

THAT the RRWR Operations report for March 2019 be received.

**Recommendation of the Airport, Water and Waste Committee, 30 April 2019****9.3.3 FRW MONTHLY OPERATIONS REPORT - MARCH 2019**

**File No:** 1466  
**Attachments:** 1. FRW Monthly Operations Report - March 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Jason Plumb - Manager Fitzroy River Water

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**SUMMARY**

*This report details Fitzroy River Water's financial position and other operational matters for the Council's information as at 31 March 2019.*

**COMMITTEE RECOMMENDATION**

THAT the FRW Monthly Operations Report for March 2019 be received.

**Recommendation of the Airport, Water and Waste Committee, 30 April 2019****9.3.4 FRW ANNUAL PERFORMANCE PLAN AS AT 31 MARCH 2019****File No:** 1466

**Attachments:**

1. **Customer Service Standards as at 31 March 2019**
2. **Customer Service and Financial Targets as at 31 March 2019**
3. **Non Compliance Comments as at 31 March 2019**

**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Jason Plumb - Manager Fitzroy River Water

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**SUMMARY**

*Fitzroy River Water's performance against financial and non-financial targets and key strategies is reported to Council on a quarterly basis in accordance with the adopted Annual Performance Plan for 2018/19. This report as at 31 March 2019 is presented for the Committee's information.*

**COMMITTEE RECOMMENDATION**

THAT the Fitzroy River Water Annual Performance Plan quarterly report as at 31 March 2019 be received.

**Recommendation of the Airport, Water and Waste Committee, 30 April 2019****9.3.5 MOUNT MORGAN NO. 7 DAM REACHES TRIGGER FOR LEVEL 1 WATER RESTRICTIONS**

**File No:** 1466  
**Attachments:** 1. Excerpt from Drought Management Plan  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Jason Plumb - Manager Fitzroy River Water

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**SUMMARY**

*With only limited rainfall received during 2018 and 2019 in the upper Dee River catchment, the storage level in No. 7 Dam has gradually declined and is now beneath the trigger for the implementation of Level 1 Water Restrictions. This report describes the current status of the dam storage level and the implications associated with implementing water restrictions in order to maximise the availability of the remaining storage volume for the community.*

**COMMITTEE RECOMMENDATION**

THAT Level 1 Water Restrictions are implemented for the Mount Morgan Water Supply Scheme as per the drought management plan and that relevant information is communicated to the Mount Morgan community to clarify requirements for all water users in order to maximise the available raw water supply.

THAT the date of commencement of restrictions be delegated to the Chief Executive Officer.

**Moved by:** Councillor Rutherford

**Recommendation of the Airport, Water and Waste Committee, 30 April 2019****9.3.6 SUPPORT FOR FRW EMPLOYEE TO ATTEND INTERNATIONAL CONFERENCE**

**File No:** 1466  
**Attachments:** Nil  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Jason Plumb - Manager Fitzroy River Water

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**SUMMARY**

*An FRW employee has received confirmation of acceptance of a technical paper submitted for presentation at the 11<sup>th</sup> International Conference on Energy Efficiency in Motor Driven Systems to be held in Tokyo, Japan in September 2019. Council approval and support for this conference attendance is sought to help continue FRW's presence at the leading edge of this field and contribute to the ongoing focus on improving energy efficient pumping operations and ultimately lead to reduced operating costs.*

**COMMITTEE RECOMMENDATION**

THAT Council approve the attendance for Troy Leyden at the 11<sup>th</sup> International Conference on Energy Efficiency on Motor Driven Systems in Tokyo in September 2019 and allocation of up to \$5,000 towards covering the expenses to attend the conference.

**9.4 COMMUNITY SERVICES COMMITTEE MEETING - 1 MAY 2019****RECOMMENDATION**

THAT the Minutes of the Community Services Committee meeting, held on 1 May 2019 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)

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**Recommendation of the Community Services Committee, 1 May 2019**
**9.4.1 COMMUNITY ASSISTANCE PROGRAM**

**File No:** 12535  
**Attachments:** 1. Community Assistance Program Round 3  
**Authorising Officer:** Colleen Worthy - General Manager Community Services  
**Author:** Kerri Dorman - Administration Supervisor  
 Florence Harbin - Administration Assistant

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**SUMMARY**

*Twenty-one applications for funding were received for the third round of the Community Assistance Program for the current financial year. Two applications were deemed ineligible. Nineteen applications have been assessed and recommendations for funding are presented for Council consideration.*

**OFFICER'S RECOMMENDATION**

THAT Council approves the allocation of funding from the Community Assistance Program for the following:

<b>Applicant</b>	<b>Purpose of Grant/Sponsorship</b>	<b>Amount</b>
Capricorn Silver Band Inc	Refurbishment of Hall (Internal & /external Painting)	\$1,000.00
Central Queensland Multicultural Association Inc	Taste of the World	\$4,000.00
CQ – TPI Association (Totally & Permanently Disabled Soldiers Association (Queensland Branch) Inc	9RAR Assault Pioneer Platoon 50 <sup>th</sup> Reunion	Inkind use of Council Bus (22 seats) (Org to cover fuel costs)
CQ Aquajets Swim Club Inc	AquaJets Swim School Project	\$2,700.00
CQ Uni/School of Education and The Arts	Romp in the Park	\$2,000.00
Gracemere Bowls Club Inc	Bowls Upgrade	\$1,000.00
Indian Association of Central Queensland Inc	IACQ Diwali Milan 2019	\$1,500.00
Mount Morgan Rodeo Association Inc	Family Fun Day & Mount Morgan Rodeo	\$4,000.00
Multicultural Development Australia Ltd & Queensland Police Services	Multi Faith Dinner	\$1,500.00
Queensland Theatre Company	The Scene Project: High School Drama Program	\$3,064.00
Rockhampton Men's Shed Inc	Three Shed Building Project	\$1,000.00

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Rockhampton PCYC Baton Championships	Australian Baton Twirling National Championship	\$500.00
Rockhampton Tenpin Bowling Association Inc	Association Challenge 2019	\$500.00
Rotary Club of Rockhampton Inc	Rotary Youth Driver Awareness (RYDA)	\$500.00
Scripture Union Queensland	Powerkids Follow The Clues	\$2,484.00
Variety Queensland	2019 Variety Bash – Rockhampton Over Night	\$2,500.00
Victoria Park Gymnastic & Trampoline Club Inc	Strategic Plan	\$500.00
White Lightning Event Management (hosted by Rockhampton Mountain Bike Club)	Round 4 Enduro Series	\$2,000.00
Women That Fish Barra Classic 2019 – Sponsored by Suntag Australia Inc	Women That Fish Barra Classic 2019	\$1,200.00
		\$31,948.00

**Recommendation of the Community Services Committee, 1 May 2019****9.4.2 COMMUNITIES AND CULTURE SOLE PROVIDER PROVISION**

**File No:** 7104  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Colleen Worthy - General Manager Community Services  
**Author:** Louise Hales - Programs and Development Officer

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**SUMMARY**

*Council presents an annual program of exhibitions and performances for which it is necessary to resolve that it would be impractical for Council to invite quotes for the supply of the exhibition content and physical productions.*

**COMMITTEE RECOMMENDATION**

THAT Council resolve that 'it is satisfied that there is only one supplier who is reasonably available' and that 'because of the specialised nature of the services that are sought, it would be impractical for Council to invite quotes for the supply of the productions, exhibition and services' as detailed in the report.

**Recommendation of the Community Services Committee, 1 May 2019****9.4.3 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - MARCH 2019**

**File No:** 1464

**Attachments:** 1. Community Assets and Facilities Report - March 2019

**Authorising Officer:** Richard Dunkley - Manager Community Assets and Facilities  
Steven Gatt - Acting General Manager Community Services

**Author:** Sophia Czarkowski - Coordinator Facilities

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**SUMMARY**

*This report provides information on the activities of Community Assets and Facilities for the month of March 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Community Assets and Facilities monthly operational report for March 2019 be received.

**Recommendation of the Community Services Committee, 1 May 2019****9.4.4 COMMUNITIES AND CULTURE OPERATIONAL REPORT FOR MARCH 2019**

**File No:** 1464  
**Attachments:** 1. Communities and Culture Operational Report  
- March 2019  
**Authorising Officer:** Steven Gatt - Acting General Manager Community  
Services  
**Author:** John Webb - Manager Communities and Culture

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**SUMMARY**

*The report provides information on the programs and activities of the Communities and Culture section for March 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Communities and Culture Operational Report for March 2019 be 'received'.

**Recommendation of the Community Services Committee, 1 May 2019****9.4.5 PROJECT DELIVERY MONTHLY REPORT - MARCH 2019**

**File No:** 7028  
**Attachments:** 1. Project Reports - Communities - March 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

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**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for March 2019 be received.

**9.5 PARKS, RECREATION AND SPORT COMMITTEE MEETING - 1 MAY 2019****RECOMMENDATION**

THAT the Minutes of the Parks, Recreation and Sport Committee meeting, held on 1 May 2019 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 Parks, Recreation and Sport Committee, 1 May 2019****9.5.1 PROJECT DELIVERY MONTHLY REPORT - MARCH 2019**

**File No:** 7028  
**Attachments:** 1. Monthly Report - Parks - March 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

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**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for March 2019 be received.

**Recommendation of the Parks, Recreation and Sport Committee, 1 May 2019****9.5.2 PARKS OPERATIONAL REPORT - MARCH 2019**

**File No:** 1464  
**Attachments:** 1. Operational Report - March 2019  
**Authorising Officer:** Steven Gatt - Acting General Manager Community Services  
**Author:** Aaron Pont - Manager Parks

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**SUMMARY**

*This report provides information on the activities and services of the Parks section for March 2019.*

**COMMITTEE RECOMMENDATION**

THAT the report on the activities and services of the Parks Section for March 2019 be received.



## **10 COUNCILLOR/DELEGATE REPORTS**

Nil

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## 11 OFFICERS' REPORTS

### 11.1 COMMUNITY ASSISTANCE PROGRAM - ENVIRONMENT AND SUSTAINABILITY SCHEME - MARCH 2019 COMMUNITY INITIATIVES

**File No:** 12535

**Attachments:** 1. [Assessment Summary](#)

**Authorising Officer:** Alicia Cutler - Chief Financial Officer  
Ross Cheesman - Deputy Chief Executive Officer

**Author:** Christine Bell - Coordinator Environmental Sustainability

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#### SUMMARY

*This report tables the community-based projects submitted for consideration under Council's Community Assistance Program - Environment and Sustainability Scheme.*

#### OFFICER'S RECOMMENDATION

That Council approves funding and support for the following community-led environment and sustainability initiatives:

- Fitzroy Basin Association - stormwater source reduction (Drain Buddies) trial, \$3000.
- Birdlife Capricornia - habitat restoration works for the critically endangered Capricorn Yellow Chat, \$3000.
- Multicultural Development Australia - Tucker Time food rescue program, \$2690.

#### COMMENTARY

In December 2018, Ordinary Council resolved to include an Environment and Sustainability Scheme within the existing Community Assistance Program, subject to annual funding allocation. The Scheme aims to support community-led environment and sustainability initiatives, and further the objectives of Council's Environmental Sustainability Strategy, by providing both funding and in-kind support for eligible community organisations.

Eligible projects may include initiatives that:

1. Protect, maintain and enhance our natural environment including:
  - Community education and awareness activities that increase the community's understanding and value of our natural environment;
  - Works projects that improve native habitat, riparian corridors and waterways; or
  - Conservation of native flora or fauna species.
2. Strengthen our community capacity to live sustainably including:
  - Community education and awareness activities that increase the community's understanding of local environmental sustainability issues, impacts and opportunities;
  - Capacity-building workshops and events;
  - Targeted energy, water or waste efficiency programs; or
  - Practical community projects.

Applications were sought during the period 4 February 2019 to 25 March 2019. As this was the first time the Environment and Sustainability Scheme had been offered, Council also hosted a community information session at the Fitzroy Room in the Rockhampton Regional Library on 4 February 2019 which was attended by around 20 people.

Council received 3 applications, all of which were deemed eligible for consideration. A range of other organisations also expressed interest in submitting applications to future rounds of the Scheme.

Applications were assessed against the following criteria:

- Strategic alignment with Council's Environmental Sustainability Strategy;
- Expected outcomes for the community and the environment;
- Applicant's capacity to deliver the project;
- Applicant's approach to ensuring the project delivers long-term benefits for the community and the environment; and
- Value for money.

Attachment 1 outlines the applications that were received, along with comments from the assessment panel and recommended funding allocations.

### **BUDGET IMPLICATIONS**

Council's Environmental Sustainability Unit has allocated \$10,000 to support community-led initiatives in the FY2018-19 budget. The requested funding is therefore within existing budget.

### **STAFFING IMPLICATIONS**

The Environmental Sustainability Unit will support successful projects and liaise with other internal stakeholders where required.

### **CORPORATE/OPERATIONAL PLAN**

By supporting community-led environment and sustainability initiatives, this report progresses key action items as identified in Council's Operational Plan 2018-19:

- OP 3.2.2.1 Develop and implement engagement programs that increase sustainability awareness and action; and
- OP 3.2.2.2 Facilitate implementation of Council's Environmental Sustainability Strategy.

This report also directly supports strategic actions outlined within Council's Environmental Sustainability Strategy:

- ESS 2.4 Provide support and funding for community-based environment and sustainability initiatives.

### **CONCLUSION**

Council's Environment and Sustainability Scheme is designed to support a range of community-led environment and sustainability initiatives within our Region. By supporting and funding the initiatives identified in this round of the Community Assistance Program, Council will continue to demonstrate its commitment to environmental sustainability and will be working collaboratively to protect, maintain and enhance our natural environment and strengthen our community's capacity to live more sustainably.

**COMMUNITY ASSISTANCE PROGRAM  
- ENVIRONMENT AND  
SUSTAINABILITY SCHEME –  
MARCH 2019 COMMUNITY INITIATIVES**

**Assessment Summary**

**Meeting Date: 7 May 2019**

**Attachment No: 1**

**Environment and Sustainability Scheme – Assessment Summary**  
**March 2019 funding round**

Applicant	Project description and expected outcomes	Project cost	Requested amount	Assessment comments
<b>Fitzroy Basin Association</b>	<p>This project aims to protect our local environment by trialling source reduction and behaviour change initiatives that prevent litter from entering our drains, waterways, the Fitzroy River and Great Barrier Reef. The 12 month trial will be delivered as part of a larger regional project involving the Great Barrier Reef Foundation, Great Barrier Reef Marine Park Authority, Local Marine Advisory Committee and local community. This funding addresses a shortfall in available grant funding and enables delivery of the full trial within our Region.</p> <p>Key expected outcomes:</p> <ul style="list-style-type: none"> <li>• Install and trial use of 'Drain Buddies' (litter traps) in a local litter hotspot.</li> <li>• Collect and analyse data on the type and volume of litter intercepted by the Drain Buddies.</li> <li>• Identify a key litter item to be targeted as part of a community behaviour change and source reduction project.</li> <li>• Assess the benefits and cost effectiveness of potential larger scale source reduction activities.</li> </ul>	\$34,680	\$3,000	<ul style="list-style-type: none"> <li>• Clear alignment with Council's Environmental Sustainability Strategy and the Reef Guardian Council's program.</li> <li>• Expected outcomes will increase local sustainability awareness and action and demonstrate a collaborative approach to a local and global issue.</li> <li>• FBA have proven capacity to deliver a project of this nature.</li> <li>• As a pilot demonstration project, the trial will provide the data necessary to inform consideration of long-term source reduction activities in the future.</li> <li>• By leveraging co-investment by the Great Barrier Reef Foundation and other in-kind support, the expected outcomes of this project represent good value for money for Council.</li> </ul> <p><b>RECOMMENDATION:</b>            Allocate \$3,000 and provide in-kind support from the Environmental Sustainability Team.</p>
<b>Birdlife Australia</b> (Capricornia Branch)	<p>This project aims to deliver habitat restoration works to support the critically endangered Capricorn yellow chat within the Rockhampton Region. There are only around 250 Capricorn yellow chats left in the wild and without adequate breeding habitat their numbers will continue to decline. Birdlife Capricornia continues to educate, advocate and act for species conservation and habitat protection across the Region.</p>	\$6,000	\$3,000	<ul style="list-style-type: none"> <li>• Clear alignment with Council's Environmental Sustainability Strategy and objectives to 'protect, maintain and enhance our natural environment'.</li> <li>• Expected outcomes will improve breeding habitat and increase local awareness of this important local species.</li> <li>• Birdlife Capricornia have proven capacity to deliver a project of this nature and have been doing so for over five years.</li> <li>• Birdlife Capricornia are acting to minimise</li> </ul>

Applicant	Project description and expected outcomes	Project cost	Requested amount	Assessment comments
	<p>Key expected outcomes:</p> <ul style="list-style-type: none"> <li>On-ground weed control and habitat protection works.</li> <li>Report on species conservation progress.</li> <li>Provision of species information for broader community awareness.</li> </ul>			<p>threats to this endangered species in accordance with the government-endorsed species recovery plan.</p> <ul style="list-style-type: none"> <li>By leveraging co-investment from landholders and community donations, Council is able to support relatively low-cost conservation works.</li> </ul> <p><i>RECOMMENDATION:</i> Allocate \$3,000 and provide in-kind support from the Environmental Sustainability Team.</p>
<b>Multicultural Development Australia</b>	<p>MDA's Tucker Time Food Rescue program works with local suppliers to collect edible food that would otherwise go to waste. The food is used to support the training of Certificate I Hospitality trainees that employs disadvantaged job seekers and is distributed to not-for-profit organisations and to disadvantaged people within our local community. This project aims to raise the profile of food waste alternatives and to draw attention to the good work that can be done with food that would have historically gone to waste.</p> <p>Key expected outcomes:</p> <ul style="list-style-type: none"> <li>Launch event to raise the profile of the program and food waste alternatives.</li> <li>Recipe cards / recipe book for commonly donated or left over food to be included with MDA's food bank hampers.</li> <li>Demonstration stall at Tropicana 2019 or similar community event to raise the profile of food rescue within the community and highlight opportunities for the community to donate food, volunteer assistance or access food hampers.</li> </ul>	\$615,390	\$2,690	<ul style="list-style-type: none"> <li>Clear alignment with Council's Environmental Sustainability Strategy and objectives to 'work together to strengthen our community's capacity to live sustainably'.</li> <li>Expected outcomes will deliver both social and environmental outcomes.</li> <li>MDA have proven capacity to deliver a project of this nature and have been delivering the Skilling Queenslanders for Work program for several years.</li> <li>MDA will deliver a long-term resource for the community and also provide timely education and awareness opportunities.</li> <li>Council's contribution will extend MDA's reach and enable them to engage the broader community in the food waste discussion.</li> </ul> <p><i>RECOMMENDATION:</i> Allocate \$2,690 and provide in-kind support from the Environmental Sustainability Team.</p>
	<b>Total</b>	<b>\$656,070</b>	<b>\$8,690</b>	

## 11.2 ENVIRONMENTAL SUSTAINABILITY STRATEGY: QUARTERLY PROGRESS REPORT FOR Q3 FY2018-19 AND PROPOSED ACTION PLAN FOR FY2019-20

**File No:** 1174

**Attachments:** 1. Progress on annual action plan FY2018-19 [↓](#)  
2. Proposed annual action plan FY2019-20 [↓](#)

**Authorising Officer:** Alicia Cutler - Chief Financial Officer  
Ross Cheesman - Deputy Chief Executive Officer

**Author:** Christine Bell - Coordinator Environmental Sustainability

### SUMMARY

*As part of Council's internal sustainability governance framework, the Sustainability Strategy Executive Group is responsible for providing strategic direction on the long term development and implementation of Council's Environmental Sustainability Strategy. The Group meets quarterly to monitor and review progress against a rolling annual action plan and to identify further opportunities for sustainability improvement across Council. This report tables the quarterly progress report for Quarter 3 FY2018-19 and seeks endorsement of the proposed annual action plan for FY2019-20.*

### OFFICER'S RECOMMENDATION

That Council:

1. Receive the Environmental Sustainability Strategy quarterly progress report for Quarter 3 FY2018-19; and
2. Endorse the Environmental Sustainability Strategy annual action plan for FY2019-20.

### COMMENTARY

Council's Environmental Sustainability Strategy provides a vision, shared objectives and pathways to advance sustainability across our Region. The Strategy is supported by an annual action plan that outlines Council's proposed implementation actions.

On 04 April 2019, the Sustainability Strategy Executive Group met to monitor and review progress against the annual action plan. A summary of progress for FY2018-19 is shown below in Table 1 and a detailed update can be found in Attachment 1. Attachment 2 outlines the proposed annual action plan for FY2019-20, with key sustainability initiatives identified by each of Council's departments.

**Table 1. Council's actions to progress the Environmental Sustainability Strategy, as monitored via the FY2018-19 annual action plan**

Status of operational actions	Progress in FY2018-19
Actions completed	2
Actions progressing on track	34
Actions scheduled or watching	2
Actions not on track	0
<b>Total actions identified for implementation in FY2018-19</b>	<b>38</b>

During Quarter 3, Council's key achievements associated with the Environmental Sustainability Strategy include:

- Council launched the Environment and Sustainability Scheme for small grants under the Community Assistance Program;
- Monthly community sustainability workshops commenced as part of Council's Living Sustainably program;
- Rockhampton Regional Waste and Recycling commenced review of the Waste Reduction and Recycling Plan;
- Council increased community engagement and education as part of Council's Clean Up Australia Day activities and waste transfer station events;
- Council progressed the Clean Growth Choices 'making water work' pathway;
- The EcoBiz eco-efficiency program delivered site assessments and identified water, waste and energy improvement opportunities for 7 Council units;
- Over 100 community members were involved with the Bringing Nature Back to Fraser Park activities which were delivered in partnership with local community groups;
- Council commenced a trial of LG Sherlock to increase visibility of energy usage;
- Council further developed tender requirements for the Glenmore Water Treatment Plant solar project;
- Work commenced of Council's new Natural Environment Study for the Region;
- A demonstration site for natural stream processes was implemented within the Edenbrook Estate development;
- The Internal Sustainability Working Group field trip to Fraser Park and Frenchmans Creek increased staff awareness of biodiversity and natural processes; and
- The FY2018-19 Seed Fund initiatives were finalised including the roll-out of internal standardized office recycling across Council and a successful trial of 100% recycled Australian printing paper.

## **PREVIOUS DECISIONS**

25 September 2018: Council adopted the Environmental Sustainability Strategy and directed the Sustainability Strategy Executive Group to implement an action plan for the Strategy and provide quarterly progress reports back to Council.

## **BUDGET IMPLICATIONS**

To maintain momentum against the Strategy, sustainability initiatives are embedded in existing operations and activities where possible and further budgetary consideration should continue to be given in FY2019-20 and beyond.

## **CORPORATE/OPERATIONAL PLAN**

This report progresses key actions as specified in the Operational Plan FY2018-19:

3.3.2.1 Develop an Environmental Sustainability Strategy which defines Council's areas of focus and key priority actions.

3.3.2.2 Facilitate implementation of Council's Environmental Sustainability Strategy and report progress on environmental sustainability.

## **CONCLUSION**

Implementation of Council's Environmental Sustainability Strategy is currently on track and continues to yield a range of positive outcomes for Council and our community. By continuing to pursue a coordinated and collaborative approach to sustainability, Council is positively contributing to the quality of life, prosperity and liveability of our Region.



**ENVIRONMENTAL SUSTAINABILITY  
STRATEGY: QUARTERLY PROGRESS  
REPORT FOR Q3 FY2018-19 AND  
PROPOSED ACTION PLAN FOR  
FY2019-20**

**Progress on Annual Action Plan  
FY2018-19**

**Meeting Date: 7 May 2019**

**Attachment No: 1**



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic action	Operational action	Action owner	Supported by	On track	Q3 commentary
<b>Pathway 1: Natural environment</b>					
<b>1.1 Take steps to better understand our local natural environment and its inherent biodiversity values</b> in order to inform and prioritise management actions.	Develop a natural environment plan for the region. The plan should confirm what's significant and why, what challenges and threats exist to these areas, what land use/development is compatible with these values (and under what conditions), and what management actions are required to manage these risks in order to protect, maintain and enhance these values. Ensure that key stakeholders are consulted in the development and implementation of the plan.	Environmental Sustainability	Strategic Planning, Strategic Infrastructure, Parks and others	Yes	Cardno has been engaged as the successful tenderer to deliver the Rockhampton Region Natural Environment Study.
<b>1.2 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Facilitate implementation of an overarching natural environment program across Council owned/managed land. The program should work with key stakeholders to address key regional priorities by enhancing urban waterway health and habitat quality and connectivity. Develop a database of rehabilitation sites and appropriate signage and communications to prompt proper long-term management of key sites. Broker arrangements to enable follow-up maintenance at key rehabilitation sites.	Environmental Sustainability	Key internal and external stakeholders	Yes	Capricornia Catchments, Capricornia Correctional Centre and Multicultural Development Australia continued on-ground works at Fraser Park. Parks and the Sustainability Team commenced working together to develop the scope for an operational NRM trial.
<b>1.2 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Actively pursue funding and collaborative opportunities that support Council's natural environment initiatives, including the use of the environment levy.	Environmental Sustainability	Key internal and external stakeholders	Yes	Council supported Capricornia Catchments proposal to the Land Restoration Fund, Catalysing Action Fund, for a 100km carbon sequestration and biodiversity corridor to connect Goodeedulla National Park with Byfield National Park. If successful, the proposal will kick-start carbon markets in Central Queensland. Council also supported the Local Marine Advisory Committee's proposal for funding from the Great Barrier

Annual action plan and progress report for Q3 FY2018-19

Page 1



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic action	Operational action	Action owner	Supported by	On track	Q3 commentary
					Reef Foundation for stormwater debris source reduction activities.
<b>1.2 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Continue to implement Council's Biosecurity Plan, including biocontrol and pest management activities.	Environment and Health	Key internal and external stakeholders	Yes	Council is working in conjunction with the Department of Agriculture and Fisheries on a project in relation to feral deer control in the Lakes Creek and Nerimbera area. Council is assisting the Capricorn Pest Management Group to hold a peri-urban landholder day on 12 April 2019. Routine control and inspections continue.
<b>1.2 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Continue to support and participate in regional partnerships such as the Fitzroy Partnership for River Health (FPRH) and the Reef Guardian Councils program.	Environmental Sustainability	Key internal and external stakeholders	Yes	Council continues to participate in the Reef Guardians program. Council's official 2017-18 Highlights Report is now available online.
<b>1.3 Develop tools to better protect our natural environment</b> , local biodiversity and remnant vegetation from development and other pressures.	Develop a new 'living with wildlife' section on Council's website to replace existing references under environmental nuisances and asbestos and better address issues of human wildlife conflict.	Environment and Health	QLD Government, Environmental Sustainability Team and others	Yes	'Living with wildlife' updates have been drafted for Council's website, pending final content input from Queensland Government.
<b>1.4 Celebrate our natural areas</b> , and their contribution to the liveability of our region, through a targeted long-term communications campaign.	Roll-out an annual communications plan that raises the awareness of Council's natural environment program and our local natural environment. Communications should also seek to outline what's happening, where and how the work contributes to the natural values and liveability of our Region.	Environmental Sustainability	Support from Media and Marketing Team as required	Yes	Further baseline information on natural assets is being collated as part of the Natural Environment Study. Regular communications commenced as part of the Living Sustainably e-newsletter launched in January 2019. Council has also developed a local Rockhampton Region edition of the Nature Play Passport to be launched in Q4.



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
<b>Pathway 2: Empowering community</b>					
<b>2.1 Bring nature back into the community's hearts, minds and everyday lives</b> by creating opportunities to connect with nature and get involved with Council's natural environment program.	Implement the Bringing Nature Back community engagement program in conjunction with key stakeholders. Focus on actions the community can take in their own backyards, local streets and green corridors/natural assets.	Environmental Sustainability	Departments as required	Yes	Council's Bringing Nature Back to Fraser Park event brought together Council's Environmental Sustainability Team with Capricornia Catchments, Birdlife Capricornia, Native Plants Capricornia and Darumbal elders to deliver on-ground planting and education activities for over 100 residents. Preparations have also commenced for roll-out of the next stage of Council's Native Plant Program.
<b>2.2 Foster sustainable behaviour and encourage the community's wise-use of resources</b> , through targeted sustainability communications and engagement programs.	Work with key stakeholders to implement targeted sustainability engagement programs that improve the community's capacity to live sustainably (such as waste, water and energy behaviour change initiatives).	Environmental Sustainability	Departments as required	Yes	Council launched the 'Living Sustainably' program to improve resident's capacity to live sustainably by encouraging a range of household sustainability behaviours and actions. So far, the program has worked in collaboration with local organisations to deliver three highly successful community workshops during Q3 including Minimal Waste CQ, Fitzroy Basin Association, the Great Barrier Reef Marine Park Authority, Ergon and Anglicare. Workshops have addressed food waste, caring for catchments and energy efficiency. The rolling monthly program will continue to develop and evolve throughout the year.
<b>2.2 Foster sustainable behaviour and encourage the community's wise-use of resources</b> , through targeted sustainability communications and engagement programs.	Implement an annual communications plan that encourages local sustainability awareness and action. The plan should include practical online information, digital-storytelling, a monthly e-newsletter and regular social media.	Environmental Sustainability	Departments as required	Yes	To support the 'Living Sustainably' program, Council has rolled out a monthly Sustainability e-newsletter providing handy tips on the monthly sustainability theme. So far this includes minimising food waste, caring for our catchments and energy efficiency and power savings.



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
<b>2.2 Foster sustainable behaviour and encourage the community's wise-use of resources</b> , through targeted sustainability communications and engagement programs.	Explore opportunities to integrate sustainability awareness materials and interpretive design in public spaces and across Council's community programs.	Environmental Sustainability	Departments as required	Yes	Content is being prepared for nature-based interpretive signage in conjunction with the Fraser Park Redevelopment, Nurim Circuit and the associated nature play area.
<b>2.3 Encourage initiatives that increase canopy cover within our urban areas and green corridors</b> to enhance liveability and environmental benefits (such as minimising the urban heat island effect, enhancing amenity and the use of public spaces and improving habitat connectivity).	Develop a baseline for canopy cover within our urban footprint and specific benchmarks for measuring improvements.	Environmental Sustainability	Parks, Strategic Planning, Strategic Infrastructure, Civil Operations, Civil Design, Development Engineering	Completed	Canopy cover and benchmarking data has been provided to Leadership Team for further consideration and planning.
<b>2.3 Encourage initiatives that increase canopy cover within our urban areas and green corridors</b> to enhance liveability and environmental benefits (such as minimising the urban heat island effect, enhancing amenity and the use of public spaces and improving habitat connectivity).	Implement a staged and prioritised streetscape planting and maintenance program that draws on both the Rockhampton CBD Streetscape Design Manual and the Planting Palette. The program should address key locations such as the CBD, gateways, thoroughfares, active transport corridors and green corridors.	Parks	Parks, Strategic Planning, Strategic Infrastructure, Civil Operations, Civil Design, Development Engineering, Environmental Sustainability	Yes	Budget received and works scheduled including CBD tree protection activities and tree plantings at Kerr Park, Mount Morgan, Gracemere and Glenmore Road.
<b>2.3 Encourage initiatives that increase canopy cover within our urban areas and green corridors</b> to enhance liveability and environmental benefits (such as minimising the urban heat island effect, enhancing amenity and the use of public spaces and improving habitat connectivity).	Increase opportunities for residents to contribute to urban greening through targeted local campaigns including a free native plant program. Incorporate a short-term pilot to determine scalability across the broader region and to explore opportunities to integrate with the 'Bringing Nature	Environmental Sustainability	Parks	Yes	Additional plant stock is being prepared for the next round of the Native Plant Program supporting National Tree Day (Jul 2019).

Annual action plan and progress report for Q3 FY2018-19

Page 4



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
use of public spaces and improving habitat connectivity).	Back' program.				
<b>2.4 Provide support and funding for community-based environment and sustainability initiatives.</b>	Extend Council's existing Community Assistance Program to support community-based environment and sustainability initiatives.	Environmental Sustainability	Community Services / Finance	Completed	Council finalised preparations for the new Environment and Sustainability grants scheme.
<b>2.4 Provide support and funding for community-based environment and sustainability initiatives.</b>	Continue to support and encourage community-based environment and sustainability initiatives via the Community Assistance Program.	Community Services	Environmental Sustainability	Yes	Council launched the Community Assistance Program's new Environment and Sustainability Scheme in Feb 2019. The first round of grants are to be awarded in May 2019.
<b>Pathway 3: Industry and infrastructure</b>					
<b>3.1 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Continue to participate in networks that help to better understand and advance environment and sustainability practices across our regional infrastructure including the Reef Urban Stormwater Management Group (RUSMG).	Regional Services	All Departments	Yes	Council is working with RUSMG to explore opportunities for a riparian co-design project for Frenchmans Creek. Council also continues to contribute to the review of the Capricorn Municipal Design Guidelines which are the reference standard for all local developments.
<b>3.1 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Continue to participate in networks that help to better understand and advance environment and sustainability practices across our regional infrastructure including Local Government Association of Queensland (LGAQ) forums.	Regional Services	All Departments	Yes	Council officers participated in the 'Water by Design Roadshow, hosted by Healthy Land and Water.
<b>3.1 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Work with the development community to identify and apply leading practice sustainable development approaches which may be relevant within the local context. This may include incorporating environment and sustainability considerations in regional development forums.	Planning and Regulatory Services	All Departments	Yes	Council has worked with developers to incorporate 'natural stream processes' into the site design and construction at Edenbrook Estate.





## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
<b>3.1 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Participate in the Queensland Government's Clean Growth Choices program to establish a clear roadmap that provides a just transition for our community as we act to create new jobs, reduce greenhouse gases, work with our natural environment and withstand the effects of climate change.	Advance Rockhampton	Environmental Sustainability	Yes	Council hosted the second Rockhampton Clean Growth Choices stakeholder workshop on 11 March 2019. The group has elected to progress the 'Making water work' pathway - preparing the ground for low impact agriculture within a more integrated regional economy.
<b>3.1 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Work with key stakeholders to explore evolving technologies, markets and other opportunities that might contribute to regional development. These may include circular economy and waste synergies, sustainable recreational fisheries, agri-energy initiatives, renewable energy sources, sustainable business operations, rural enterprises, closed-cycle (nil discharge) enterprises and other self-sustaining community projects (such as food production, shared transportation options, micro-grids and small landholdings).	Advance Rockhampton	Strategic Infrastructure, Development Assessment, Development Engineering, Environmental Sustainability	Yes	Advance Rockhampton is working with CQUni and other regional stakeholders to explore local solutions. RRWR is reviewing expressions of interest for Alternative Waste Treatment solutions.
<b>3.2 Grow local visitation and tourism opportunities</b> that celebrate our natural areas and contribute to the liveability of our region.	Implement a nature-based tourism marketing program for the Region that activates our natural areas as local recreation and tourism destinations. The program should include areas such as Mount Archer, Mount Morgan, the Fitzroy River, our wetland and lagoon systems, Rockhampton Botanic Gardens, Rockhampton Zoo and Kershaw Gardens. It should also enhance wayfinding, signage, interpretive design and online information and increase capabilities of key local tourism-related organisations.	Advance Rockhampton	Parks and Environmental Sustainability	Yes	The Environmental Sustainability team has finalised development of the local edition 'Rockhampton Regional Council Nature Play Passport', pending launch in Q4.

Annual action plan and progress report for Q3 FY2018-19

Page 6



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
<b>3.4 Encourage and raise the profile of best practice environmentally sustainable development</b> through a range of local demonstration projects.	Incorporate leading water management practices within a trial site via a passive irrigation project that reduces the need for manual watering of street trees whilst removing pollution from stormwater before it enters waterways.	Strategic Infrastructure	Key internal and external stakeholders	Yes	The passive irrigation trial is pending detailed design.
<b>3.5 Develop resilience to our changing climate and extreme weather events</b> , by improving our understanding of the impacts of these events and the available response options.	Consider the potential impacts of climate change on Council's assets and services and update the Corporate Risk Register.	Environmental Sustainability	All Departments	Watching	Internal Audit completed a review of Council's business continuity including exposure to climate and weather related risks. The review identified 23 existing business continuity plans and a range of further opportunities to improve Council's resilience. Further management consideration is to be given in Q4.
<b>Pathway 4: Council operations</b>					
<b>4.1 Demonstrate sustainability leadership</b> by integrating environmental sustainability as a core principle within Council's governance framework.	Support the Sustainability Strategy Executive Group to monitor, review and improve Council's environmental sustainability performance. This should include embedding environmental sustainability principles into key Council strategies, policies, plans and operations and pursuing improved performance through all levels of Council.	Environmental Sustainability	All Departments	Yes	Council's Sustainability Strategy Executive Group met on 17 January 2019, confirming Q2 progress against the annual action plan and identifying key priorities and collaborative opportunities for Q3.
<b>4.1 Demonstrate sustainability leadership</b> by integrating environmental sustainability as a core principle within Council's governance framework.	Actively participate in networks and partnerships that strengthen Council decision-making processes and provide access to critical sustainability resources. This may include programs such as Queensland Climate Resilient Councils, ICLEI Local Governments for Sustainability and the Cities Power Partnership.	Environmental Sustainability	All Departments	Yes	Council continues to participate in the Clean Growth Choices program.





## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Implement an internal sustainability engagement program to improve sustainability awareness and action across Council. The program should include opportunities for sustainability training and regular communications and should work with Managers and 'Sustainability Agents' from across Council to support implementation of key sustainability improvement initiatives. The program should also include a Sustainability Seed Fund to pilot staff-initiated sustainability initiatives.	Environmental Sustainability	The Sustainability Strategy Executive Group and nominated 'Sustainability Agents'	Yes	The Internal Sustainability Working Group (ISWG) met on 07 March 2019 to progress sustainability awareness and action across Council. The ISWG field trip focussed on biodiversity, incorporating a native species planting at Fraser Park and an inspection of the riparian processes at work in Frenchmans Creek. The Group also wrapped up the 2018 Sustainability Seed Fund trials (regularly reported on via Council's monthly Roundup) and called for the next round of Sustainability Seed Fund projects.
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Facilitate Council's participation in the Queensland Government's free EcoBiz program to pursue energy, water and waste efficiencies within nominated Council units.	Environmental Sustainability	The Sustainability Strategy Executive Group and nominated 'Sustainability Agents'	Yes	EcoBiz conducted free eco-efficiency assessments in conjunction with 7 participating Council units. Each unit has received a report outlining their best opportunities for improvement.
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Implement an energy action plan to guide Council's approach to investment in key energy initiatives. At a minimum, the plan should seek to improve understanding of Council's energy usage, deliver energy efficiencies at Council's top energy consuming sites and progressively increase the proportion of Council's electricity from renewable sources.	Environmental Sustainability	All Departments	Yes	Council has commenced implementation of the Energy Action Plan. Arrangements are in place to trial the LG Sherlock system as an energy monitoring tool. Preparations are underway to tender the Glenmore solar installation in Q4.
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Establish, promote and administer the Sustainable Rockhampton Investment Fund to support initiatives that deliver positive environmental and financial benefits for Council.	Finance	Corporate Services	Yes	The Sustainable Rockhampton Investment Fund is now ready to receive applications.



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Undertake a waste audit and implement an action plan to reduce waste generation and maximise recycling rates within Council operations.	Rockhampton Regional Waste and Recycling	Environmental Sustainability	Yes	The Environmental Sustainability team completed the roll-out of the standardised office recycling program and have handed over to the RRWR Education Officer for continued internal monitoring and education.
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Release an expression of interest investigating Alternative Waste Technology solutions to reduce the volume of waste being sent to landfill. Develop a strategy for Council consideration based on the best solution.	Rockhampton Regional Waste and Recycling	Environmental Sustainability	Yes	RRWR is currently reviewing the Region's Waste Reduction and Recycling Plan.
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Develop Council-owned renewable energy generation infrastructure at a key site (Glenmore Water Treatment Plant).	Fitzroy River Water	Regional Services, Finance	Yes	Council is finalising the tender requirements for solar installations at the Glenmore Water Treatment Plant and other high priority sites. Tenders are expected to be called in Q4.
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Continue to implement improvements to the management of landfill gas, leachate and stormwater at Lakes Creek Road landfill.	Rockhampton Regional Waste and Recycling		Yes	RRWR has completed enhancements to Waste Transfer Stations in the Region, reducing environmental risks and improving management of waste in rural areas. The business case for the development of the pre-treatment wetland system for leachate at Lakes Creek Landfill was not viable. Leachate will therefore be managed under a control environment direct to sewer under a Trade Waste Agreement. Submissions were received on 3rd April 2019, in response to an Expression of Interest for Landfill Gas Management at Lakes Creek Road and Gracemere landfills. Following an assessment of these submissions, RRWR intend to release an invitation to tender.



## Environmental Sustainability Strategy: Progress report for Q3 FY2018-19

Strategic actions	Operational actions	Action owner	Supported by	On track	Q3 commentary
<b>4.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Continue to investigate opportunities to improve Council's water efficiency by focussing on the highest water consuming activities / sites.	Fitzroy River Water	Some Departments including Parks and Environmental Sustainability	Yes	Parks participated in Council's ecoBiz eco-efficiency assessments and has identified a number of potential water efficiencies within Parks operations and irrigation activities.
<b>4.3 Implement a program to better understand and manage Council's environmental risks.</b>	Conduct a high-level scan to determine Council's environmental risk profile. Update Council's risk register to ensure environment and sustainability risks are adequately identified and assessed.	Audit Executive	All Departments	Watching	Environmental Sustainability has developed a 'works compliance checklist' concept for further consideration by Regional Services.
<b>4.3 Implement a program to better understand and manage Council's environmental risks.</b>	Work with the Department of Environment and Science to improve awareness of Council's operational responsibilities under the <i>Nature Conservation Act 1992</i> and implement improved practices associated with the planning, design and implementation of works that may impact on habitat and breeding places.	Environmental Sustainability	All Departments	Yes	On 29 Jan 2019, the Department of Environment and Science presented a workshop to nominated Council Managers focussed on legal obligations and requirements under the Nature Conservation Act. Updates on current species management programs, online searches, species lists, advice lines and local training was also provided.
<b>4.4 Demonstrate progress on corporate sustainability improvements</b> via Council's Annual Report and associated communications.	Recognise and celebrate environment and sustainability improvements through Council's reports, project updates, success stories, media and external award nominations.	Environmental Sustainability	All Departments	Yes	Council continues to increase its focus on environment and sustainability in its projects and activities. Efforts to showcase our natural and cultural assets via the Fraser Park Redevelopment project have been recognised with the Nurim Circuit awarded Central Queensland Project of the Year at the Queensland Architecture Awards.

**ENVIRONMENTAL SUSTAINABILITY  
STRATEGY: QUARTERLY PROGRESS  
REPORT FOR Q3 FY2018-19 AND  
PROPOSED ACTION PLAN FOR  
FY2019-20**

**Proposed Annual Action Plan  
FY2019-20**

**Meeting Date: 7 May 2019**

**Attachment No: 2**



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic action	Operational action	Action owner	Supported by
<b>Pathway 1: Natural environment</b>			
<b>1.1 Take steps to better understand our local natural environment and its inherent biodiversity values</b> in order to inform and prioritise management actions.	Utilise information and recommendations identified in the Natural Environment Study to inform Council's management of natural assets. This may include further identification of key assets and values, development of a natural assets database and prioritisation of desired management actions.	Environmental Sustainability	Strategic Planning, Strategic Infrastructure, Parks and others
<b>1.2.1 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Facilitate an overarching natural environment program across Council owned/managed land to support long-term management of key assets. This should include implementation of an operational natural resource management trial that delivers bush regeneration, riparian restoration, mowing reduction and urban canopy outcomes. The collaborative program may include the development of partnerships and works programs to address key regional priorities by enhancing urban waterway health, habitat quality and connectivity; and may also involve improved monitoring, signage and communications.	Environmental Sustainability	Parks
<b>1.2.2 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Actively pursue funding and collaborative opportunities that support Council's natural environment initiatives. This may include State and Federal funding, as well as the use of the environment levy.	Environmental Sustainability	Key internal and external stakeholders
<b>1.2.3 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Investigate potential opportunities in conjunction with the State Government's Nature Refuge Program.	Environmental Sustainability	Key internal and external stakeholders



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic action	Operational action	Action owner	Supported by
<b>1.2.4 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Continue to implement Council's Biosecurity Plan, including biocontrol and pest management activities.	Environment and Health	Key internal and external stakeholders
<b>1.2.5 Implement programs and foster strong partnerships</b> to protect, maintain and enhance our local natural environment including key natural areas, green corridors and urban waterways.	Continue to support and participate in regional partnerships. This may include networks such as the Fitzroy Partnership for River Health (FPRH), Fitzroy Basin Association, Capricornia Catchments, the Reef Guardian Councils program and the Local Marine Advisory Committee.	Environmental Sustainability	Key internal and external stakeholders
<b>1.3.1 Develop tools to better protect our natural environment</b> , local biodiversity and remnant vegetation from development and other pressures.	Progress planning policies that further encourage water quality improvements, vegetation retention and biodiversity protection and provide opportunities for offset investment where appropriate.	Strategic Planning	Strategic infrastructure, Planning and Regulatory Services, Environmental Sustainability Team and others
<b>1.3.2 Develop tools to better protect our natural environment</b> , local biodiversity and remnant vegetation from development and other pressures.	Implement an internal training program to help key Council planning and development staff better understand environment and sustainability risks associated with development and potential opportunities for improvement.	Planning and Regulatory Services	Strategic Planning and Environmental Sustainability
<b>1.4 Celebrate our natural areas</b> , and their contribution to the liveability of our region, through a targeted long-term communications campaign.	Roll-out a communications plan that raises the awareness of Council's natural environment program and our local natural environment. Communications should also seek to outline what's happening, where and how the work contributes to the natural values and liveability of our Region.	Environmental Sustainability	Media and Marketing Teams as required





## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>Pathway 2: Empowering community</b>			
<b>2.1 Bring nature back into the community's hearts, minds and everyday lives</b> by creating opportunities to connect with nature and get involved with Council's natural environment program.	Implement the Bringing Nature Back community engagement program in conjunction with key stakeholders. Focus on actions the community can take in their own backyards, local streets and green corridors/natural assets.	Environmental Sustainability	Parks, Media and Marketing as required
<b>2.2.1 Foster sustainable behaviour and encourage the community's wise-use of resources</b> , through targeted sustainability communications and engagement programs.	Encourage local sustainability awareness and action by implementing the Living Sustainably community engagement program in conjunction with key stakeholders. Target behaviour change initiatives related to waste, water, energy and biodiversity protection. The program should include the delivery of hands-on activities and be supported by practical online information, digital-storytelling, a monthly e-newsletter, workshops, events and regular social media.	Environmental Sustainability	Libraries, Advance Rockhampton, Marketing and Media as required
<b>2.2.2 Foster sustainable behaviour and encourage the community's wise-use of resources</b> , through targeted sustainability communications and engagement programs.	Explore opportunities to integrate sustainability awareness materials and interpretive design in public spaces and across Council's community programs.	Environmental Sustainability	Departments as required
<b>2.2.3 Foster sustainable behaviour and encourage the community's wise-use of resources</b> , through targeted sustainability communications and engagement programs.	Undertake a project to identify, collate and display key sustainability metrics that are of relevance to the community (such as per-capita waste generation, water and energy consumption data).	Environmental Sustainability	Corporate Services, Fitzroy River Water, Rockhampton Regional Waste and Recycling
<b>2.2.4 Foster sustainable behaviour and encourage the community's wise-use of resources</b> , through targeted sustainability communications and engagement programs.	Develop and implement a revised Waste Reduction and Recycling Plan for the Region.	Rockhampton Regional Waste and Recycling	Departments as required



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>2.3.1 Encourage initiatives that increase canopy cover within our urban areas and green corridors</b> to enhance liveability and environmental benefits (such as minimising the urban heat island effect, enhancing amenity and the use of public spaces and improving habitat connectivity).	Establish a street tree inventory to help better identify, monitor and manage our green assets.	Parks	Strategic Planning, Strategic Infrastructure, Civil Operations, Civil Design, Development Engineering, Environmental Sustainability
<b>2.3.2 Encourage initiatives that increase canopy cover within our urban areas and green corridors</b> to enhance liveability and environmental benefits (such as minimising the urban heat island effect, enhancing amenity and the use of public spaces and improving habitat connectivity).	Implement a prioritised streetscape planting and maintenance program that draws on both the Rockhampton CBD Streetscape Design Manual and the Planting Palette. The program should address key locations such as the CBD, gateways, thoroughfares, active transport corridors and green corridors.	Parks	Strategic Planning, Strategic Infrastructure, Civil Operations, Civil Design, Development Engineering, Environmental Sustainability
<b>2.3.3 Encourage initiatives that increase canopy cover within our urban areas and green corridors</b> to enhance liveability and environmental benefits (such as minimising the urban heat island effect, enhancing amenity and the use of public spaces and improving habitat connectivity).	Increase opportunities for residents to contribute to urban greening through targeted local campaigns. This may include a pilot project for street tree plantings, delivery of the free native plant program and exploring opportunities to integrate with the 'Bringing Nature Back' program.	Parks	Environmental Sustainability
<b>2.4 Provide support and funding for community-based environment and sustainability initiatives.</b>	Continue to support and encourage community-based environment and sustainability initiatives via the Community Assistance Program.	Environmental Sustainability	Community Services
<b>2.5 Recognise and celebrate sustainability improvements</b> achieved by local individuals, schools, businesses and community organisations.	Raise the profile of environment and sustainability initiatives across the Rockhampton Region by providing opportunities for community participation in an annual awards program.	Environmental Sustainability	Departments as required





## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>Pathway 3: Industry and infrastructure</b>			
<b>3.1.1 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Continue to participate in networks that advance environment and sustainability practices across our regional infrastructure. This may include continued participation in the Reef Urban Stormwater Management Group (RUSMG), Local Government Association of Queensland (LGAQ) meetings, regional development forums and other networks.	Regional Services	All Departments
<b>3.1.2 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Work with the development community to identify and apply leading practice sustainable development approaches which may be relevant within the local context.	Planning and Regulatory Services	All Departments
<b>3.1.3 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Work with key stakeholders to explore evolving technologies, markets and other opportunities that might contribute to regional development. These may include circular economy and waste synergies, sustainable recreational fisheries, agri-energy initiatives, renewable energy sources, sustainable business operations, rural enterprises, closed-cycle (nil discharge) enterprises and other self-sustaining community projects (such as food production, shared transportation options, micro-grids and small landholdings).	Advance Rockhampton	Strategic Infrastructure, Development Assessment, Development Engineering, Rockhampton Regional Waste and Recycling, Environmental Sustainability
<b>3.1.4 Develop and maintain partnerships</b> that encourage sustainable industry and infrastructure.	Continue to develop and support the Rockhampton Region's Clean Growth Choices project and the 'making water work' pathway - preparing the ground for low impact agriculture within a more integrated regional economy.	Advance Rockhampton	Key internal and external stakeholders
<b>3.2.1 Grow local visitation and tourism opportunities</b> that celebrate our natural areas and contribute to the liveability of our region.	Encourage the further development of tourism opportunities associated with nature-based recreation activities such as bushwalking, hiking, mountain biking, kayaking, orienteering, birdwatching, sightseeing, volunteering and recreational fishing.	Advance Rockhampton (Tourism)	Parks and Environmental Sustainability



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>3.2.2 Grow local visitation and tourism opportunities</b> that celebrate our natural areas and contribute to the liveability of our region.	Explore opportunities to integrate sustainability education, interpretation and edu-tourism into regional development projects. Consider opportunities for an interpretation / education centre with guided walks or viewing platforms that focus on our wetlands, platypus habitat / viewing area on the Fitzroy River or Moores Creek, our significant turtle species or the critically endangered Capricorn yellow chat. Also consider opportunities for further edu-tourism and endemic species research and management.	Advance Rockhampton (Tourism)	Parks and Environmental Sustainability
<b>3.3.1 Maximise opportunities to embed environment and sustainability considerations</b> within planning, policy and infrastructure development.	As our environmental understanding increases, continue to update the planning scheme and planning policies to ensure they promote ecologically sustainable development, protect places of environmental value and minimise the risks of environmental impact.	Strategic Planning	Planning and Regulatory Services (Development Assessment & Development Engineering) and Environmental Sustainability
<b>3.3.2 Maximise opportunities to embed environment and sustainability considerations</b> within planning, policy and infrastructure development.	Consider opportunities under Council's regional partnerships and planning instruments to make our community more resilient to extreme weather.	Strategic Planning	Planning and Regulatory Services, Regional Services (Strategic Infrastructure) and Environmental Sustainability
<b>3.4.1 Encourage and raise the profile of best practice environmentally sustainable development</b> through a range of local demonstration projects.	Incorporate leading water management practices across a number of high-profile demonstration sites. This may include a gross pollutant trap that intercepts and captures foreign objects, debris and contamination that would otherwise be discharged to our waterways via stormwater.	Civil Operations	Key internal and external stakeholders
<b>3.4.2 Encourage and raise the profile of best practice environmentally sustainable development</b> through a range of local demonstration projects.	Incorporate sustainable design and construction principles in major projects and deliver at least one project that demonstrates Council's commitment to environmental sustainability.	Project Delivery	Key internal and external stakeholders



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>3.4.3 Encourage and raise the profile of best practice environmentally sustainable development</b> through a range of local demonstration projects.	Incorporate urban canopy cover and asphalt reduction considerations in new road designs and deliver a project that demonstrates the potential to reduce long term costs, whilst improving urban shading, cooling and amenity.	Civil Operations	Key internal and external stakeholders
<b>3.5.1 Develop resilience to our changing climate and extreme weather events</b> , by improving our understanding of the impacts of these events and the available response options.	Improve the resilience of our Barrage storage to climate change and sea-level rise. By raising the full storage level by up to 0.5 m, this will increase storage volume by approximately 10,000 ML but also improve immunity against sea-level rise and overtopping of the Barrage gates leading to estuary contamination of freshwater storage.	Fitzroy River Water	Regional Services
<b>3.5.2 Develop resilience to our changing climate and extreme weather events</b> , by improving our understanding of the impacts of these events and the available response options.	Develop a floodplain management plan and implement associated maintenance and enhancement works to improve flood resilience.	Regional Services	All Departments
<b>3.5.3 Develop resilience to our changing climate and extreme weather events</b> , by improving our understanding of the impacts of these events and the available response options.	Consider Council's exposure to climate and weather related risks and identify opportunities to increase the resilience of Council assets and services in the face of the Region's 'normal' drought, heat and flood extremes.	Regional Services	Internal Audit and all Departments
<b>3.5.4 Develop resilience to our changing climate and extreme weather events</b> , by improving our understanding of the impacts of these events and the available response options.	Pursue opportunities to improve Council's business continuity planning particularly as it relates to exposure to weather and climate related risks.	Internal Audit	All Departments



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>Pathway 4: Council operations</b>			
<b>4.1.1 Demonstrate sustainability leadership</b> by integrating environmental sustainability as a core principle within Council's governance framework.	Support the Sustainability Strategy Executive Group to monitor, review and improve Council's environmental sustainability performance. This should include embedding environmental sustainability principles into key Council strategies, policies, plans and operations and pursuing improved performance through all levels of Council.	Environmental Sustainability	All Departments
<b>4.1.2 Demonstrate sustainability leadership</b> by integrating environmental sustainability as a core principle within Council's governance framework.	Update relevant procurement plans and procedures to incorporate leading practice sustainability principles. Develop tools to guide purchasing decisions ensuring that wise-use of resources, minimal-waste, sustainable and recycled products are used where possible and that whole-of-life costing is considered in all new projects, significant upgrades and renewals.	Procurement and Logistics	Environmental Sustainability and All Departments
<b>4.1.3 Demonstrate sustainability leadership</b> by integrating environmental sustainability as a core principle within Council's governance framework.	Develop and implement a sustainable events policy and guideline that applies to all Council coordinated events and all events held at Council facilities.	Advance Rockhampton	Environmental Sustainability and All Departments
<b>4.1.4 Demonstrate sustainability leadership</b> by integrating environmental sustainability as a core principle within Council's governance framework.	Actively participate in networks and partnerships that strengthen Council decision-making processes and provide access to critical sustainability resources. This may include programs such as Clean Growth Choices, Queensland Futures Institute and Queensland Climate Resilient Councils.	Environmental Sustainability	All Departments



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>4.2.1 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Implement an internal sustainability engagement program to improve sustainability awareness and action across Council. The program should implement key internal sustainability improvement initiatives and including opportunities for sustainability training and communication. The program should also include a Sustainability Seed Fund to pilot staff-initiated sustainability initiatives.	Environmental Sustainability	Sustainability Strategy Executive Group and nominated 'Sustainability Agents'
<b>4.2.2 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Establish, promote and administer the Sustainable Rockhampton Investment Fund to support initiatives that deliver positive environmental and financial benefits for Council.	Finance	Corporate Services
<b>4.2.3 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Explore options to improve visibility and management of Council's key resource usage metrics, such as water, waste and energy.	Environmental Sustainability	Corporate and Technology Services and all Departments
<b>4.2.4 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Continue to reduce fuel consumption and associated emissions whilst exploring opportunities to progress the long-term transition to a low carbon vehicle fleet. This may include finalising implementation of a new Fleet recharge station at Dooley Street, an initial feasibility study for transition of Council's sedans to electric vehicles and exploring opportunities for an electric vehicle trial in conjunction with the Glenmore Water Treatment Plant solar installation.	Corporate and Technology Services	Fitzroy River Water, Corporate Services
<b>4.2.5 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Continue to explore opportunities to beneficially reuse Council's construction and demolition waste. This may include valuing waste streams and exploring additional licencing requirements.	Rockhampton Regional Waste and Recycling	Civil Operations



## Environmental Sustainability Strategy: Proposed annual action plan for FY2019-20

Strategic actions	Operational actions	Action owner	Supported by
<b>4.2.6 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Continue to implement improvements to the management of landfill gas, leachate and stormwater at Lakes Creek Road landfill.	Rockhampton Regional Waste and Recycling	Regional Services
<b>4.2.7 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Promote sustainable behaviours within Council's major venues (such as the Pilbeam Theatre). This may include further trialling of public place recycling activities and exploring alternatives to single use plastics such as straws and water bottles.	Communities and Culture	Key internal and external stakeholders
<b>4.2.8 Foster sustainable behaviour, and encourage Council's wise use of resources</b> , by exploring opportunities to use our resources more efficiently.	Continue to investigate opportunities to improve Council's water efficiency by focussing on the highest water consuming activities / sites.	Fitzroy River Water	Some Departments including Parks and Environmental Sustainability
<b>4.3 Implement a program to better understand and manage Council's environmental risks.</b>	Take actions to minimise Council's exposure to environmental risks. This may include the development of suitable systems, processes, training and awareness. This should also be supported by revised operating practices, monitoring and reporting frameworks to identify and address environmental incidents, hazards and near misses across the organisation.	Regional Services	Some Departments and Environmental Sustainability
<b>4.4 Demonstrate progress on corporate sustainability improvements</b> via Council's Annual Report and associated communications.	Recognise and celebrate environment and sustainability improvements through Council's reports, project updates, success stories, media and external award nominations.	Environmental Sustainability	All Departments

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**11.3 INFORMATION AND COMMUNICATION TECHNOLOGY SPECIALISED AND SOLE PROVIDER STATUS**

**File No:** 11760  
**Attachments:** Nil  
**Authorising Officer:** Damon Morrison - Executive Coordinator to the Mayor  
Evan Pardon - Chief Executive Officer  
**Author:** Matthew Mansfield - Supervisor Media and Engagement

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**SUMMARY**

*The purpose of this report is to seek a Council resolution that the nominated information and communications technology vendor / supplier is deemed a specialised or sole supplier in accordance with Section 235 (a) and (b) of the Local Government Regulation 2012.*

**OFFICER'S RECOMMENDATION**

THAT pursuant to s235(a) and (b) of the Local Government Regulation 2012, Council approve Sprout Social Inc. as specialist or sole supplier of information technology software services.

**BACKGROUND**

In 2014 Council procured specialised social media management software from Spout Social Inc. to support the increase in social media engagement by Council and residents across its Local Government Area and other relevant target markets accessing its social media platforms.

Sprout Social is a social media management and optimisation platform providing a single hub for social media publishing, analytics and engagement across all social profiles. The program aggregates posts from all of Council's multiple social media platforms into a single feed.

From this aggregated feed, Council can easily and quickly respond directly to comments or messages without needing to navigate through each individual social media account.

In addition to operational efficiencies, Council is able to better monitor its interactions with residents and other end users and ensure questions are resolved in a timely manner, thereby offering a higher level of service to the community.

Further, the social media analytics and reports available from Sprout Social are superior to other software platforms currently on the market, allowing Council easy access to important metrics, data and reports to track, monitor and make changes to any emerging trends.

Approving this software vendor as specialist or sole supplier will permit the vendor to be re-engaged to continue to provide the required services on expiry of their existing contract terms.

**BUDGET IMPLICATIONS**

Council originally purchased a software subscription to Sprout Social in May 2014 and is currently funded within the Office of CEO operational budget. The legacy plan currently offered to Council by the vendor represents significantly better value-for-money from competing vendors.

**CORPORATE/OPERATIONAL PLAN**Corporate Plan

Section 1.5 – Inclusive, connected and informed community;

Section 4.1 – Customer focused services;



Operational Plan

Section 1.5.3.2 - Social media attract increasing levels of reach, engagement and interaction demonstrated by monitoring software

**LEGISLATIVE CONTEXT**

Under Section 235, Other Exceptions, of the Local Government Regulation 2012:

*“A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if –*

- a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or*
- b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or*
- c) .....”*

**CONCLUSION**

It is recommended that Council approve Sprout Social Inc. as specialised or sole supplier in accordance with Sections 235 (a) and (b) of the Local Government Regulation 2012.



**11.4 PROJECT DELIVERY MONTHLY REPORT - MARCH 2019****File No:** 7028**Attachments:** 1. Monthly Reports - Project Delivery - March 2019 [↓](#)**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

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**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**OFFICER'S RECOMMENDATION**

THAT the Project Delivery Monthly Report for March 2019 be received.

**COMMENTARY**

The project delivery section submits a monthly project report outlining the status of the capital projects.

The following project has a one page capital monthly report outlining progress against time and budget.

- CBD Cultural Precinct – New Art Gallery and Demolition of East Street Buildings
- Mount Morgan Fireclay Caverns
- South Rockhampton Flood Levee

# **PROJECT DELIVERY MONTHLY REPORT - MARCH 2019**

## **Monthly Reports - Project Delivery - March 2019**

**Meeting Date: 7 May 2019**

**Attachment No: 1**

**PROJECT DELIVERY – MONTHLY REPORT**

<b>Reporting Month</b>	March 19
<b>Project</b>	CBD Cultural Precinct –New Art Gallery and Demolition of East St Building
<b>Project Number</b>	1070714 / 1076600 / 1076941
<b>Project Manager</b>	Andrew Collins
<b>Council Committee</b>	Community Services

**PROJECT SCOPE**

The project is the design and construction of a new Art Gallery and the demolition of two buildings to link East Street. The New Art Gallery is proposed to be a three (3) storey structure with around 4700m<sup>2</sup> gross floor area built over 212 and 214 Quay Street sites and a section of 220 Quay Street for a delivery dock. The building would include a double volume exhibition spaces, retail and café spaces, flexible multipurpose areas, administration, storage and back of house areas.

**PROJECT MILESTONES**

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	February 17		Project Plan compiled. Concept designs and business case completed. Development Approvals lodged.
Design Development	June 17		Construction and tender documentation underway.
Procurement	October 18		EOI process underway. Tenders for East Street Demolition called.
Construction	July 19		

**FINANCIAL PROFILE**

The combine total budget for the design, construction and demolition works proposed is listed in the table below. The Art Gallery construction budget is (subject to funding) \$31.5M with a \$2M commitment for this financial year.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
<b>Expenditure</b>	\$34,600,000 (incl design & Demolition of East Street)	\$3,034,474	\$256,854	\$31,308,671	\$3,698,566	\$1,541,066	\$256,854	\$1,900,645
<b>External Funding</b>	\$2,000,000							

**PROJECT STATUS**

The following was completed in March on the project:

- Final Design nearing completion expected first week of April.
- Work on the Demolition of the East Street properties continued through March with some adjustments to scope to retain existing aspects and to protect the public.
- ERGON infrastructure. Further planning and procurement underway.
- All funding contributions now confirmed. Awaiting agreements for execution.

**PROJECT DELIVERY – MONTHLY REPORT**

<b>Reporting Month</b>	March 19
<b>Project</b>	Mount Morgan Fireclay Caverns
<b>Project Number</b>	1129165
<b>Project Manager</b>	Andrew Collins
<b>Council Committee</b>	Community Services

**PROJECT SCOPE**

The current project scope is to confirm access into the Fireclay Caverns to assess for the safe reopening to the public.

**PROJECT MILESTONES**

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	November 18		Risk assessments, safe working method statement and A deed of access processed.
Procurement	November 18		Cardno procured based on previous commission by the state.
Construction			To be determined.

**FINANCIAL PROFILE**

Budget allocation needs to be confirmed.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
<b>Expenditure</b>	\$0	\$13,650	\$16,275	-\$29,925	\$0	\$13,650	\$16,275	-\$29,925
<b>External Funding</b>								

**PROJECT STATUS**

During the month of March the following has occurred:

- Cardno are currently compiling their report following the inspection in February.
- Once received and reviewed, the report will be tabled at the following Council meeting.

**PROJECT DELIVERY – MONTHLY REPORT**

<b>Reporting Month</b>	March 19
<b>Project</b>	South Rockhampton Flood Levee
<b>Project Number</b>	1031086 / 1128758 / 1128761 / 1128762 / 1128763 / 1128764 / 1128765 / 1128766 / 1128767
<b>Project Manager</b>	Andrew Collins
<b>Council Committee</b>	Infrastructure

**PROJECT SCOPE**

The proposed project is to design and construct the South Rockhampton Flood Levee. The levee is 8.8 kilometres long, running from the Rockhampton CBD to the Bruce Highway at Upper Dawson Road. It will protect an area of 724 hectares and over 1500 residential, commercial, industrial and rural parcels of land.

**PROJECT MILESTONES**

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	August 17		Work recommenced on project in August 2017.
Design Development	January 18		Early Works design packages nearing completion.
Land Acquisition	November 17		Process underway.
Procurement	June 18		EOI closed.
Construction	September 18		Work has been completed on a component of the early works stormwater package.

**FINANCIAL PROFILE**

Council has allocated \$9.7M for the project. Construction costs for Early Works packages are being priced as the designs are completed. \* Please note total budget subject to funding

	Project Life				Current Year			
	* Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure (Combined Project Numbers)	\$80,000,000	\$3,433,775	\$1,483,828	\$75,082,397	\$6,100,000	\$2,829,924	\$1,483,828	\$1,786,248
External Funding								

**PROJECT STATUS**

Current project status as follows:

- AECOM and Council are actively working through the EAR process, design reports, engagement strategy and finalising concept design for the final submission for the EAR which is scheduled for the 30 April 2019.
- Funding agreement with the Federal government is awaiting execution.
- Council has been actively working on securing the corridor for the proposed levee alignment. Hasting Deering have requested a minor alignment change, this is being reviewed..
- Public Utility Providers are currently working on designs for alterations for their assets.
- Survey works to pick up the balance of floor height records has now been completed.
- A meeting has been held with the Office of the Co-ordinator General and Queensland Rail to commence talks on the rail crossing and flood gates.

**11.5 A CQ ALLIANCE OF COUNCILS PROPOSAL**

**File No:** 11044

**Attachments:**

1. Briefing Note (incl in confidential)
2. Memorandum of Understanding (incl in confidential)

**Authorising Officer:** Evan Pardon - Chief Executive Officer

**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*While not linked directly to the CQROC, these Councils plus North Burnett Regional Council, Isaac Regional Council, Mackay Regional Council and Whitsunday Regional Council are considering a proposal to form a CQ Alliance of Councils. This report discusses the background and the issues and seeks Council's support to join this alliance.*

**OFFICER'S RECOMMENDATION**

THAT Council commit to being a member of the CQ Alliance of Councils.

**COMMENTARY**

All the current Central Queensland Region of Council (CQROC) members plus North Burnett Regional Council, Isaac Regional Council, Mackay Regional Council and Whitsunday Regional Council are considering a proposal to form a CQ Alliance of Councils. The proposed membership of this is not tied to being a member of CQROC.

A meeting has been held with 7 of the 10 involved parties in February whereby the respective Mayors or delegates discussed the benefits of such a group. This appears to be mostly around being a greater force and better collaboration and advocacy rather than competition. Also it was suggested that LGAQ be approached to provide secretariat support. The outcome from the meeting was to prepare a brief on the collective data of the proposed Councils as well as draft a Memorandum of Understanding.

The abovementioned brief was presented to the CQROC on the 12 April and is attached to this report. This brief also includes the pros and cons of such an alliance. Also attached is a copy of the draft MOU for Councillors information.

From Rockhampton Regional Council's perspective there are benefits to being a part of this alliance particularly the synergies with our northern counterparts as well as the greater collaboration with these Councils.

**CONCLUSION**

In conclusion it is recommended that Council become a member a proposed CQ Alliance of Councils.

**11.6 ELECTORAL DIVISION REPORT**

**File No:** 5827  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

**SUMMARY**

*Public consultation has officially commenced for Rockhampton's divisional boundary review. The consultation period ends on 13 May 2019. Council is invited to make a submission in this regard. This report seeks Council's approach to this matter, in particular considering the upcoming northern boundaries review.*

**OFFICER'S RECOMMENDATION**

THAT the Chief Executive Officer be authorised to provide a submission on Council's behalf on the premise of minimal disruption for the electorate with a view to a significant realignment of internal boundaries once the outcome of the external boundary review is known and in time for the 2024 Local Government election.

**COMMENTARY**

As per email correspondence, public consultation has officially commenced for Rockhampton's divisional boundary review and will close on 13 May 2019.

The table below shows the current status of the enrolled voters per division and as per previously adopted by Council divisions 2 and 4 are out of quota. A further review does show some disparities between the numbers of electors in other divisions even though they are within quota.

**Rockhampton Regional Council (RRC)**  
**Summary of Current Enrolment per Division**  
*(Enrolment figures as at 31 January 2019)*

Average Enrolment per Division - 31 January 2019	
Number of Electoral Divisions	7 Divisions
Average Enrolment (No. of enrolled voters) per Division	7,732 Enrolled Voters
Lower Deviation from Average Enrolment (-10%)	6,959 Enrolled Voters
Upper Deviation from Average Enrolment (+10%)	8,505 Enrolled Voters

Divisions	Enrolment as at 31 Jan 2019	Deviation from Average Enrolment %	Quota Status
DIVISION 1	7862	1.68	In Quota
DIVISION 2	6868	-11.17	<b>Out of Quota</b>
DIVISION 3	7385	-4.49	In Quota
DIVISION 4	8741	13.05	<b>Out of Quota</b>
DIVISION 5	8015	3.66	In Quota
DIVISION 6	8145	5.34	In Quota
DIVISION 7	7108	-8.07	In Quota

In saying that, it could be assumed that a significant redraw of the internal boundaries is needed to regain further balance of elector numbers. However with the external boundary review outcome unknown until well after the 2020 election, some feedback has been that any major redrawing of the boundaries should take place after the outcome of the external boundary review is known so as to minimise any impact on the voting community. Satisfying the quota should be able to be achieved by some electors moving from division 4 to 5 and/or 6 and from division 1 to 2 however as mentioned there will be some potential disparity.

Further feedback the author has received from Councillors is that any submission should be at arm's length considering recent developments around the Belcarra report. With this in mind however, the comments were that some local knowledge should be applied. To achieve this it is being recommended that the Chief Executive Officer be authorised to provide a submission on Council's behalf on the premise of minimal disruption for the electorate with a view to a significant realignment of internal boundaries once the outcome of the external boundary review is known and in time for the 2024 Local Government election.

### **CONCLUSION**

The alternative is for Council to provide a submission on the basis that it wishes to keep the process at arm's length even though the Change Commissioner makes the final decision and as a consequence will accept such decision. Feedback received to the author is that the recommendation keeps the matter at arms lengths but allows the input of local knowledge



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**11.7 COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER****File No:** 12660**Attachments:**

1. **Acquisition of Land Act 1967 - Delegations to the CEO - Clean Version**[↓](#)
2. **Acquisition of Land Act 1967 - Delegation to the CEO - Track Change Version**[↓](#)

**Authorising Officer:** Tracy Sweeney - Manager Workforce and Governance**Author:** Allysa Brennan - Coordinator Legal and Governance

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**SUMMARY**

*This report seeks Council's approval for delegations under State legislation to the position of Chief Executive Officer.*

**OFFICER'S RECOMMENDATION**

THAT:

1. Council resolves as per section 257 of the *Local Government Act 2009* to delegate to the Chief Executive Officer, the exercise of powers contained in schedule 1 of Attachment 1 - Acquisition of Land Act 1967 Delegation Register; and
2. These powers must be exercised subject to any limitations contained in schedule 2 of the Delegation Register attached to the report.

**COMMENTARY**

Last year a decision was made to commence use of the delegation service provided by Local Government Association of Queensland (LGAQ). Previously, Council engaged a service provider to obtain updates to legislative delegable powers. The LGAQ Delegation Service is a free service containing a register of delegable State legislative powers impacting on Local Government. The LGAQ Delegation Service is updated with the assistance of King and Company Solicitors approximately every six months at no cost to Council.

The powers set out in Council's existing delegation register differ to the powers contained in the LGAQ Delegation Service register. As a result of these differences, a complete review of all delegations to CEO will be carried out. This will result in Council needing to adopt amended legislative powers for each piece of State legislation relevant to Council. This review will be staged project, however a review of the delegations under the *Acquisition of Land Act 1967* is required due to current matters being dealt with.

**Changes to Existing Delegable Powers****Attachment 2 – Acquisition of Land Act 1967 ('ACLA')**

The conversion from our current delegation register to the LGAQ/King & Co delegation register has resulted in minor wording changes, highlighted in attachment 2 as follows:

- a) strike through for the removal of the current wording; and
- b) red font for the new wording and powers provided by LGAQ.

**BACKGROUND**

Without powers being delegated to the CEO and subsequently sub-delegated to relevant positions, Council operations would be impeded significantly as separate resolutions would be required to allow decisions to be made for a vast number of operational activities that are undertaken on a daily basis.

In relation to the legislation listed, with the assistance of King and Company Solicitors through the LGAQ Delegation Service, LGAQ has developed a register following a comprehensive review of State legislation impacting on Local Government.

### **PREVIOUS DECISIONS**

The previous Delegation Register for the *Acquisition of Land Act 1967* was last considered and adopted by Council at its meeting on 23 September 2014.

### **LEGISLATIVE CONTEXT**

Section 257 of the *Local Government Act 2009* allows Council to delegate its powers to one or more individuals or standing committees, including to the CEO. Pursuant to section 257(4) of the *Local Government Act 2009* a delegation to the CEO must be reviewed annually by Council.

To further streamline the decision making process, section 259 of the *Local Government Act 2009* allows the CEO to sub-delegate the powers (including those delegated to him by Council) to another Council position where appropriate.

### **LEGAL IMPLICATIONS**

Important legal principles which apply to the delegation proposal set out in this report are:

- Council at all times retains power to revoke the delegation. Accordingly, Council retains ultimate control.
- Council, as delegator, has responsibility to ensure that the relevant power is properly exercised. Council will therefore continue to supervise and oversee the exercise of its powers.
- A delegation of power by Council may be subject to any lawful conditions which Council wishes to impose. The imposition of conditions enables Council to impose checks and balances on its delegations. However, the delegated power cannot be unduly fettered.

The delegate must exercise a delegated power fairly and impartially, without being influenced by or being subject to the discretion of other individuals.

### **CONCLUSION**

This report includes the Delegation Register for the relevant legislative Act incorporating sections to be delegated from the Council to the CEO.

Once Council has resolved to delegate to the CEO, the exercise of powers contained in Schedule 1 of Attachment 1 - Delegation Register attached to this report subject to any limitations contained in schedule 2 of the Delegation Register, the sub-delegates will be given specific delegations according to their respective areas of responsibility subject to the same general conditions and, where appropriate, specific limitations.

# **COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER**

## **Acquisition of Land Act 1967 - Delegations to the CEO - Clean Version**

**Meeting Date: 7 May 2019**

**Attachment No: 1**

## Delegations Register – Acquisition of Land Act 1967 {ACLA}

Under section 257 of the *Local Government Act 2009*, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.  
All prior resolutions delegating the same powers are repealed.

### Schedule 1

#### Part 1 – Preliminary

Section of ACLA	Entity Power Given To	Description
4B(2)	Entity	Power as an entity taking the resource interest to give the relevant Chief Executive for the resource interest written notice.

#### Part 2 – Taking Of Land

##### Division 2 – Taking Other Than By Agreement

Section of ACLA	Entity Power Given To	Description
7	Constructing Authority	Power to prepare, serve and amend a notice of intention to resume, to discontinue a resumption and to give notice to the land registry.
8	Constructing Authority	Power to hear the objector, consider the grounds of objection to the taking of land and to amend the notice of intention to resume or discontinue the resumption.
9	Constructing Authority	Power to apply to the Minister that the land be taken and to respond to requests from the Minister for further particulars or information.
12(4B)	Constructing Authority	Power to deal with land mentioned in subsection (4) for the purpose for which it is taken on and from the day it is taken, even though the land is yet to be dedicated, granted, leased or otherwise dealt with under subsection (4A).
12(5A)	Constructing Authority	Power to agree with a claimant on the amount of compensation payable.
12(7)	Constructing Authority	Power to serve the gazette resumption notice upon every person who is entitled pursuant to section 18 to claim compensation or is a mortgagee of the land.
12A	Constructing Authority	Power to lodge with the registrar of titles a plan of survey showing a new boundary for a lot or common property.
12B	Constructing Authority	Power to dedicate land taken under the Act as a road.
13(1) & (1A)	Constructing Authority	Power to take additional land.
13(2) & (2A)	Constructing Authority	Power to take additional land.
13(3)	Constructing Authority	Power to sell or otherwise deal with additional land taken.

Part 2 – Taking Of Land Division 3 – Taking By Agreement Subdivision 2 – Process For Taking		
Section of ACLA	Entity Power Given To	Description
15B	Constructing Authority	Power to take land pursuant to a resumption agreement and to take all steps necessary to prepare and enter the resumption agreement.
15C	Constructing Authority	Power to apply to the relevant Minister to take land pursuant to a resumption agreement and to respond to requests from the Minister for further particulars or information.
15D	Constructing Authority	Power to declare by gazette notice that land taken pursuant to a resumption agreement is taken for the purpose stated in the notice.
Part 3 – Discontinuance Of Taking Of Land		
Section of ACLA	Entity Power Given To	Description
16(1)	Constructing Authority	Power to serve a notice of discontinuance of a resumption.
16(1B)	Constructing Authority	Power to agree with the claimant about the amount of compensation payable under subsection (1A) or to refer the issue for determination by the Land Court.
16(1C)	Constructing Authority	Power to have the amount of compensation payable under subsection (1A) taxed by an officer of the Supreme Court.
17(1)	Gazetting Authority	Power as a gazetting authority to, by gazette notice, revoke a gazette resumption notice.
17(1A)	Gazetting Authority	Power to agree in writing with the person entitled as owner to compensation in respect of the taking of the land to the revesting of the land or part of it, to which a gazette resumption notice will relate.
17(2)(c)	Constructing Authority	Power to lodge a gazette copy of the revoking gazette notice with the land registry.
17(5)	Constructing Authority	Power to agree upon the amount of compensation to be paid under subsection (4) or to agree that the amount be determined by the Land Court.
Part 4 – Compensation		
Section of ACLA	Entity Power Given To	Description
19	Constructing Authority	Power to accept and deal with a claim for compensation served by the claimant within 3 years after the day the land was taken.
19(4) & (6)	Constructing Authority	Power to accept and deal with a claim for compensation served by the claimant more than 3 years after the day the land was taken.
21(1)	Constructing Authority	Power to grant the claimant, in satisfaction wholly or partly of the claimant's claim for compensation, any easement, right of way, lease or other right of occupation, or any other right, privilege or concession in, upon, over or under the land taken or any other land the property of Council.
21(1A)	Constructing Authority	Power to agree to transfer land held in fee simple by Council to the claimant in satisfaction wholly or partly of the Claimants claim for compensation.

Part 4 – Compensation		
Section of ACLA	Entity Power Given To	Description
21(2)	Constructing Authority	Power to agree with the claimant that the extent to which the grant or transfer shall satisfy the claim for compensation be determined by the Land Court.
23(2)	Constructing Authority	Power to make an advance on compensation to the Claimant.
23(5)	Constructing Authority	Power to, before paying the advance, require the claimant to satisfy Council regarding taxes, rates and other moneys which, if unpaid, would be a charge upon the land, and to decide to reduce an advance by any such amount.
23(6)	Constructing Authority	Power to reduce the advance by the sum due to the mortgagee.
23(7)	Constructing Authority	Power to pay to Council, the Crown or a mortgagee any amount by which the advance has been reduced.
24(1)	Constructing Authority	Power to refer a claim for compensation to the Land Court.
24(4)	Constructing Authority	Power to apply to the Land Court for further or other particulars of a claim for compensation.
25(1)	Constructing Authority	Power to apply to the Land Court for the Claimant to enter an appearance on the reference.
29 & 30	Constructing Authority	Power to pay the amount of compensation agreed upon or determined into the Supreme Court.
32	Constructing Authority	Power to pay to a mortgagee so much of the amount of compensation as does not exceed the sum due to the mortgagee.
35	Constructing Authority	Power to deduct from an amount of compensation and pay to the Crown or to Council any amount of taxes, rates or other moneys charged upon the land taken in favour of the Crown or Council.
Part 5 – General		
Section of ACLA	Entity Power Given To	Description
36(1)	Constructing Authority	Power to authorise a person to exercise the powers in section 36(1) on Council's behalf.
36(3)	Constructing Authority	Power to give 7 days notice in writing of the intention to enter land.
37(1)	Constructing Authority	Power to temporarily occupy and use any land for the purpose of constructing, maintaining or repairing any works and to exercise the powers prescribed in subsection (1).
37(2)	Constructing Authority	Power to give notice to the occupier or owner of the intention to temporarily occupy and use the land.
37(5)	Constructing Authority	Power to agree with the claimant upon the amount of compensation to be paid under section 37 or to agree that such amount be determined by the Land Court.

Part 5 – General		
Section of ACLA	Entity Power Given To	Description
38(1)	Constructing Authority	Power to issue a warrant to the sheriff to deliver up possession of the land taken or occupied under the Act.
41(1)	Constructing Authority	Power to offer for sale land taken under the Act to the former owner of the land.

<b>Schedule 2</b>	
<b>Limitations to the Exercise of Power</b>	
<b>1</b>	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
<b>2</b>	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
<b>3</b>	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
<b>4</b>	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
<b>5</b>	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
<b>6</b>	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

# **COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER**

## **Acquisition of Land Act 1967 - Delegation to the CEO – Track Change Version**

**Meeting Date: 7 May 2019**

**Attachment No: 2**



## Delegations Register – Acquisition of Land Act 1967 {ACLA}

Under section 257 of the *Local Government Act 2009*, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.  
All prior resolutions delegating the same powers are repealed.

### Schedule 1

#### Part 1 – Preliminary

Section of ACLA	Entity Power Given To	Description
4B(2)	Entity	Power <del>as an entity taking the resource interest</del> to give the relevant Chief Executive for the resource interest a written notice.

#### Part 2 – Taking Of Land

##### Division 2 – Taking Other Than By Agreement

Section of ACLA	Entity Power Given To	Description
7(1)	Constructing Authority	Power to <del>prepare, serve and amend:–</del> (a) <del>propose to take any land;</del> (b) <del>serve (as prescribed by section 7 of the Acquisition of Land Act 1967) a notice (a notice of intention to resume), to discontinue a resumption and to give notice to the land registry.</del>
8(2)	Constructing Authority	Power to <del>hear the objector,</del> consider the grounds of objection to the taking of any land and <del>to amend the notice of intention to resume or discontinue the resumption. the other specified matters.</del>
8(2)(b)	Constructing Authority	<del>Power to hear the objector.</del>
8(2A)	Constructing Authority	<del>In the specified circumstances, the power to discontinue a resumption or amend a notice of intention to resume if of the opinion that the resumption should be discontinued or that the notice of intention to resume should be amended.</del>
9(2)	Constructing Authority	<del>In the specified circumstances, the Power to apply to the Minister that the land be taken and to respond to requests from the Minister for further particulars or information. as prescribed by section 9 of the Acquisition of Land 1967 if of the opinion that the land in question is required for the purpose for which it is proposed to be taken.</del>
12(4B)	Constructing Authority	<del>Power to deal with land mentioned in subsection (4) for the purpose for which it is taken on and from the day it is taken, even though the land is yet to be dedicated, granted, leased or otherwise dealt with under subsection (4A).</del>
12(5A)	Constructing Authority	<del>In the specified circumstances, the Power to agree with a claimant on the amount of compensation payable.</del>
12(7)	Constructing Authority	<del>In the specified circumstances, the Power to serve a copy of the gazette resumption notice upon every person who to your knowledge is entitled, pursuant to section 18 of the Acquisition of Land 1967, to claim compensation or is a mortgagee of the land.</del>

Part 2 – Taking Of Land Division 2 – Taking Other Than By Agreement		
Section of ACLA	Entity Power Given To	Description
12A	Constructing Authority	Power to lodge with the registrar of titles a plan of survey showing a new boundary for a lot or common property.
12B	Constructing Authority	Power to dedicate land taken under the Act as a road.
13(1)(b) & (1A)	Constructing Authority	In the specified circumstances, the Power to agree in writing with an owner of land that the taking of part of the additional land will leave, or has left, a parcel of land that is of no practical use or value to the owner of such land and accordingly that parcel of land will be taken.
13(2) & (2A)	Constructing Authority	Power to take additional land.
13(3)	Constructing Authority	Power to sell or otherwise deal with additional land taken.
Part 2 – Taking Of Land Division 3 – Taking By Agreement Subdivision 1 – Resumption Agreements		
Section of ACLA	Entity Power Given To	Description
15	Constructing Authority	Power to enter into a <i>resumption agreement</i> .
Part 2 – Taking Of Land Division 3 – Taking By Agreement Subdivision 2 – Process For Taking		
Section of ACLA	Entity Power Given To	Description
15B	Constructing Authority	Power to take land pursuant to a resumption agreement and to take all steps necessary to prepare and enter the resumption agreement.
15C(1)	Constructing Authority	Power to apply to the relevant Minister for the to take land pursuant to a resumption agreement and to respond to requests from the Minister for further particulars or information to be taken under this section.
15D(1)	Constructing Authority	Power to declare by gazette notice that the land is taken for the purpose stated in the notice, without making any application under section 15C pursuant to a resumption agreement is taken for the purpose stated in the notice.
15D(3)	Constructing Authority	Power to be satisfied the land:– (a) may be taken; and (b) should be taken for the purpose for which it is proposed to be taken.

Part 3 – Discontinuance Of Taking Of Land		
Section of ACLA	Entity Power Given To	Description
16(1)	Constructing Authority	Power to at any time before the publication of a gazette resumption notice, serve upon every person who has been served with a notice of intention to resume a further notice stating that the resumption of the land concerned is being discontinued <del>discontinuance of a resumption</del> .
16(1B)	Constructing Authority	Power to agree with a the claimant upon about the amount of compensation payable to be paid under subsection 16(1A) of the <del>Acquisition of Land Act 1967</del> or to refer the issue for determination by the Land Court.
16(1C)	Constructing Authority	Power to have the amount of compensation payable under subsection (1A) taxed by an officer of the Supreme Court.
17(1)	Gazetting Authority	In certain circumstances, Power to, by <del>as a gazetting authority to</del> , by gazette notice <del>(the revoking gazette notice)</del> , revoke the a gazette resumption notice, in whole or in part.
17(1A)	Gazetting Authority	Power to agree in writing with the person entitled as owner to compensation in respect of the taking of the land to the revesting of the land or part of it, to which a gazette resumption notice will relate.
17(2)(c)	Constructing Authority	Power to lodge a gazette copy of the revoking gazette notice with the land registry.
17(5)	Constructing Authority	Power to agree with a claimant upon the amount of compensation to be paid under subsection 17(4) of the <del>Acquisition of Land Act 1967</del> ; or to agree that the amount of compensation should be determined by the Land Court.
Part 4 – Compensation		
Section of ACLA	Entity Power Given To	Description
19	Constructing Authority	Power to accept and deal with a claim for compensation served by the claimant within 3 years after the day the land was taken.
19(4) & (6)	Constructing Authority	Power to satisfy yourself that it is reasonable in all the circumstances to accept, and deal, with a claim for compensation served by the claimant more than 3 years after the day the land was taken; and accept, and deal, with the claim.
21(1)	Constructing Authority	Power to agree with a claimant that grant the claimant will be granted, in satisfaction wholly or partly of the claimant's claim for compensation, any easement, right of way, lease or other right of occupation, or any other right, privilege or concession in, upon, over or under the land taken or any other land the property of Council.
21(1A)	Constructing Authority	Power to agree with the claimant that the claimant will be to transferred land held in fee simple by Council to the claimant in satisfaction wholly or partly of the Claimants claim for compensation.

Part 4 – Compensation		
Section of ACLA	Entity Power Given To	Description
21(2)	Constructing Authority	Power to agree with <del>the</del> a claimant that the extent to which <del>the</del> a grant or transfer <del>(referred to in section 21(1) of the Acquisition of Land 1967)</del> shall satisfy the claim for compensation <del>should</del> be determined by the Land Court.
23(2)	Constructing Authority	Power to make an advance on compensation to the Claimant.
23(5)	Constructing Authority	Power to, before paying the advance, require the claimant to satisfy Council regarding taxes, rates and other moneys which, if unpaid, would be a charge upon the land, and to decide to reduce an advance by any such amount.
23(6)	Constructing Authority	Power to reduce the advance by the sum due to the mortgagee.
23(7)	Constructing Authority	Power to pay to Council, the Crown or a mortgagee any amount by which the advance has been reduced.
24(1)	Constructing Authority	Power to refer a claim for compensation to the Land Court.
24(4)	Constructing Authority	Power to apply to the Land Court for further or other particulars of a claim for compensation.
25(1)	Constructing Authority	Power to apply to the Land Court for the Claimant to enter an appearance on the reference.
29(1) & 30	Constructing Authority	<del>In the specified circumstances, the</del> Power to agree with a claimant upon pay the amount of compensation <del>agreed upon or determined into the Supreme Court to be paid.</del>
32	Constructing Authority	Power to pay to a mortgagee so much of the amount of compensation as does not exceed the sum due to the mortgagee.
35	Constructing Authority	Power to deduct from an amount of compensation and pay to the Crown or to Council any amount of taxes, rates or other moneys charged upon the land taken in favour of the Crown or Council.
Part 5 – General		
Section of ACLA	Entity Power Given To	Description
36(1)	Members, officers, employees, contractors and agents of the Constructing Authority and any person authorised by the Constructing Authority Constructing Authority	Power to authorise a person to exercise the powers in section 36(1) on Council's behalf:— (a) enter upon any land, for the purpose of making any inspection, valuation, survey or taking levels; (b) affix or set up thereon trigonometrical stations, survey pegs, marks, or poles, and from time to time alter, remove, inspect, reinstate and repair the same; (c) dig and bore into the land so as to ascertain the nature of the soil, and set out the lines of any works thereon; and (d) do all things necessary for the purposes aforesaid.

Part 5 – General		
Section of ACLA	Entity Power Given To	Description
36(2)	Members, officers, employees, contractors and agents of the Constructing Authority and any person authorised by the Constructing Authority	Power to:– (a) re-enter from time to time; (b) remain upon that land for such time as is necessary to achieve the purpose of the entry; and (c) take such assistants, vehicles, materials, equipment or things as are necessary to achieve the purpose of the entry.
36(3)	Members, officers, employees, contractors and agents of the Constructing Authority and any person authorised by the Constructing Authority Constructing Authority	Power to give to an occupier or an owner at least 7 days notice in writing of the intention to enter land.
37(1)	Constructing Authority	Power to temporarily occupy and use any land for the purpose of constructing, maintaining or repairing any works and to exercise the powers prescribed in subsection (1).
37(2)	Constructing Authority	In the specified circumstances, the Power to give notice to the an occupier or an owner of the intention to temporarily occupy and use the land. at least 7 days notice in writing.
37(5)	Constructing Authority	In the specified circumstances, the Power to agree with a the claimant upon the amount of compensation to be paid under section 37 of the Acquisition of Land Act 1967; or to agree that the such amount of compensation is to be determined by the Land Court.
Part 5 – General		
Section of ACLA	Entity Power Given To	Description
38(1)	Constructing Authority	In the specified circumstances, the Power to issue a warrant to the sheriff to deliver up possession of any the land taken or occupied under the Act. to the person appointed in the warrant.
41(1)	Constructing Authority	Power to offer for sale land taken under the Act to the former owner of the land.

<b>Schedule 2</b>	
<b>Limitations to the Exercise of Power</b>	
<b>1</b>	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
<b>2</b>	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
<b>3</b>	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
<b>4</b>	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
<b>5</b>	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
<b>6</b>	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

## **12 NOTICES OF MOTION**

Nil

## **13 QUESTIONS ON NOTICE**

Nil



**14 URGENT BUSINESS/QUESTIONS**

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

## 15 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

### RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

#### 16.1 Anti-Discrimination Complaint

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

## 16 CONFIDENTIAL REPORTS

### 16.1 ANTI-DISCRIMINATION COMPLAINT

**File No:** 12694

**Attachments:** 1. Complaint

**Authorising Officer:** Tracy Sweeney - Manager Workforce and Governance

**Author:** Allysa Brennan - Coordinator Legal and Governance

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

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#### SUMMARY

*This report provides an update on a complaint made to the Anti-Discrimination Commission Queensland involving Council and seeks Council's approval of the action to be taken to defend its position in relation to the matter.*

## **17 CLOSURE OF MEETING**