



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING MINUTES

**HELD AT THE BUILYAN HALL, 11 PINE STREET,
BUILYAN QLD 4680**

On 19 November 2019

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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Elected Members

Councillor - Mayor M J Burnett
Councillor G G Churchill
Councillor K Goodluck
Councillor R A Hansen
Councillor P J Masters
Councillor D V O'Grady
Councillor P J Sobhanian
Councillor N Muszkat

Officers

Mrs L Dowling (Chief Executive Officer)
Mrs H Ning (Executive Secretary)
Mrs N Taylor
Mr M Francis
Mrs V Hankinson
Mrs C Quinn
Mrs J Rodwell
Mrs K Lee
Mr E Noakes

APOLOGIES

G/19 /3976 Council Resolution:

Moved Cr Sobhanian
Seconded Cr Goodluck

That an apology for Councillor Chris Trevor be received.

CARRIED

G/0.3.3. MESSAGES OF CONDOLENCE

Councillor Hansen advised of the passing of Terry Purcell on Tuesday 12 November. Terry was a well-known businessman in Gladstone who owned Purcell's Engineering.

Councillor Masters advised of the passing of Jim McAdam on Wednesday 13 November. Jim was a well-known Boyne Valley local.

G/0.3.4. DISCLOSURE OF INTERESTS

MATERIAL PERSONAL INTERESTS

Pursuant to section 175(C) of the Local Government Act 2009, where a Councillor declares a Material Personal Interest in an agenda item, the Councillor must leave the room for the agenda item.

G/3.1.2. REVIEW OF INFRASTRUCTURE CHARGES REBATE SCHEME POLICY

Cr O'Grady

Cr O'Grady declared a Material Personal Interest in Item G/3.1.2. REVIEW OF INFRASTRUCTURE CHARGES REBATE SCHEME POLICY, as her brother, John Mergard, owns a block at 2717 Roundhill Road, Agnes Water. John may suffer a loss or gain a benefit dependant on the decision for this item.

Cr O'Grady advised that she will leave the room during the consideration of Item G/3.1.2.

CONFLICTS OF INTEREST

Pursuant to section 175(E) of the Local Government Act 2009, where a Councillor declares a Conflict of Interest and elects to leave the room for an agenda item, a resolution of Council is not required.

G/3.1.5. ASSESSMENT OF COMMUNITY CELEBRATION FUND APPLICATIONS – IGNITE, IMPACT AND SIGNATURE EVENTS

Cr Masters

Cr Masters declared a perceived Conflict of Interest in Item G/3.1.5. ASSESSMENT OF COMMUNITY CELEBRATION FUND APPLICATIONS – IGNITE, IMPACT AND SIGNATURE EVENTS, as he has been involved in the Calliope Polocrosse Club. Cr Masters proposed to stay in the room for this matter.

G/19 /3977 Council Resolution:

Moved Cr Churchill
Seconded Cr Muszkat

Cr Masters does not have a conflict of interest in agenda Item G/3.1.5.

CARRIED

G/3.1.6. ASSESSMENT OF REGIONAL ENHANCEMENT FUND APPLICATIONS – SPORT & RECREATION – COMMUNITY AND STRATEGIC PROJECTS

Mayor Burnett

Mayor Burnett declared a perceived Conflict of Interest in Item G/3.1.6. ASSESSMENT OF REGIONAL ENHANCEMENT FUND APPLICATIONS – SPORT & RECREATION – COMMUNITY AND STRATEGIC PROJECTS, as he is a former player, coach and committee member of the CQ Mariners, now known as Central Football Club Gladstone Inc. Mayor Burnett proposed to stay in the room for this matter.

G/19 /3978 Council Resolution:

Moved Cr Churchill
Seconded Cr O'Grady

Mayor Burnett does not have a conflict of interest in agenda Item G/3.1.6.

CARRIED

Cr Sobhanian

Cr Sobhanian declared a perceived Conflict of Interest in Item G/3.1.6. ASSESSMENT OF REGIONAL ENHANCEMENT FUND APPLICATIONS – SPORT & RECREATION – COMMUNITY AND STRATEGIC PROJECTS, as he is a former player and coach of the CQ Mariners, now known as Central Football Club Gladstone Inc. Cr Sobhanian proposed to stay in the room for this matter.

G/19 /3979 Council Resolution:

Moved Cr Churchill
Seconded Cr Muszkat

Cr Sobhanian does not have a conflict of interest in agenda Item G/3.1.6.

CARRIED

Cr Muszkat

Cr Muszkat declared a perceived Conflict of Interest in Item G/3.1.6. ASSESSMENT OF REGIONAL ENHANCEMENT FUND APPLICATIONS – SPORT & RECREATION – COMMUNITY AND STRATEGIC PROJECTS, as her children play soccer for Central Football Club Gladstone Inc. Cr Muszkat proposed to stay in the room for this matter.

G/19 /3980 Council Resolution:

Moved Cr Hansen
Seconded Cr O'Grady

Cr Muszkat does not have a conflict of interest in agenda Item G/3.1.6.

CARRIED

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

I would like to start by saying how fantastic it is to be here in the Boyne Valley and it is particularly exciting considering the State Development has just made the decision to upgrade the Gladstone Monto Road, between Ubobo to Nagoorin. It has been a long time coming with a lot of support from local community groups with many of the people in this room lobbying to upgrade that single lane section. It was great to see the Member for Gladstone, Glenn Butcher, making that announcement last week, even though this is not within his electorate. Certainly there's been plenty of lobbying on behalf of Gladstone Regional Council to the Minister as well.

The Festival of Summer was launched yesterday with the Chair of the Youth Council, Nikita Korableff. It was fantastic to be there with Nikita to launch the event. The Festival of Summer will replace our SUNfest Youth Holiday program, with this decision based on feedback from our Youth Council. It's good to see the Youth Council coming up with innovative ideas for our community. SUNfest is now being reshaped and reformed into the new Festival of Summer, which kicks off with a music festival at Millennium Esplanade, followed by a week of activities, concluding with a concert at Marley Brown Oval.

Last week I attended Bio Innovation Week in Brisbane. With the assistance of Garry Scanlan, our Economic Development Specialist, and also Council's Strategy & Transformation Team, Gladstone Regional Council also hosted a delegation in Gladstone, at the beginning of the week, with delegates from Queensland and internationally in attendance. Garry and I also participated in the 3 day event hosted by Life Sciences Queensland in Brisbane later in the week. I can safely say that no city, no region anywhere in the world was mentioned more than Gladstone. It was fantastic to see our advocacy acknowledged in the Bio Innovation space.

Remembrance Day was on the 11th of November and I thank Councillors for attending events right across the region. The Mayor's Giving Tree was launched on 12th November at Stockland, Gladstone, with the gifts donated at the tree given to the Salvation Army and will be donated to local children and families in the Gladstone region. I'd like to thank Councillor Churchill for attending the Kmart Wishing Tree launch the following day.

Today we have another cruise ship docking in Gladstone. Two cruise ships have docked in two day which is good for our region; the Maasdam docking today and the Explorer Dream docking tomorrow.

On 30th November we will have our welcoming intercultural neighbours with the launch of Flourish at our Community Inclusion Centre at 21 Off Street in Gladstone. Social Inclusion Week will be launched on Saturday 23rd November as well.

Connecting the Dots is on this weekend across the Gladstone region. These community meetings are being held in areas affected by bush fires and will be talking about "before, during and after" a disaster. I would like to thank Councillors that will be attending these events.

I would also like to take this opportunity to welcome Theunis Mienie to the team, our new General Manager People Culture & Safety.

And in closing, Christmas is fast approaching with lots of festive events happening right across the region. We have the Calliope Christmas Carols, the Christmas Street Party and the local Toy Run to name a few.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 5 NOVEMBER 2019

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 5 November 2019.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 5 November 2019 be confirmed.

G/19 /3981 Council Resolution:

Moved Cr Churchill
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/3. OFFICERS' REPORTS

G/3.1. OFFICER'S REPORTS

G/3.1.1. MONTHLY FINANCIAL REPORTS FOR THE PERIOD ENDING 28 OCTOBER 2019

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the 2019-20 year to date, for the period ended 28 October 2019.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2019-20 year to date, for the period ended 28 October 2019 as required under Section 204 *Local Government Regulation 2012*.

G/19 /3982 Council Resolution:

Moved Cr Muszkat
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/3.1.2. REVIEW OF INFRASTRUCTURE CHARGES REBATE SCHEME POLICY

Cr O'Grady (declared Material Personal Interest)
left the room during the consideration and voting of Item G/3.1.2.
(refer G/0.3.4 Disclosure of Interest section of the minutes – page 5)

File Ref: ED6.2, FM7.2 & CM28.2

Purpose:

The purpose of this report is to seek Council's endorsement to amend the Infrastructure Charges Economic Development Incentive Scheme Policy to better capture a wider range of developments eligible under the policy.

Officer's Recommendation:

That Council:

1. Repeal P-2018-03 Infrastructure Charges Economic Development Incentive Scheme Policy; and
2. Adopt P-2019-28 Infrastructure Charges Rebate Scheme Policy (**attached to the minutes as Addendum 1**).

G/19 /3983 Council Resolution:

Moved Cr Churchill
Seconded Cr Goodluck

That Council:

1. Repeal P-2018-03 Infrastructure Charges Economic Development Incentive Scheme Policy;
2. Adopt P-2019-28 Infrastructure Charges Rebate Scheme Policy, subject to the following amendments:
 - (a) Retain the original provisions of Policy P-2018-03 in relation to Section 6.1.1 and 6.3;
 - (b) Adopt the proposed change to 6.1.3 to include the "Township Zone" in addition to Priority Infrastructure Areas within the scope of the Policy as presented in the revised policy;
3. Officers bring back a report and supporting policy position in relation to Economic Development Incentives which will include a review of the policy adopted above in approximately six months' time.

CARRIED

**G/3.1.3. PROPOSAL TO MAKE ANIMAL MANAGEMENT (AMENDMENT)
SUBORDINATE LOCAL LAW (NO.1) 2019**

File Ref: LE3.1

Purpose:

The purpose of this report is to seek Council approval to propose to make *Animal Management (Amendment) Subordinate Local Law (No. 1) 2019*.

Officer's Recommendation:

That Council resolve to propose to make Animal Management (Amendment) Subordinate Local Law (No. 1) 2019 appended as Attachment 1 to the report.

G/19 /3984 Council Resolution:

Moved Cr Masters
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

CARRIED

**The meeting adjourned for morning tea at 10.17 am
and reconvened at 10.54 am.**

G/3.1.4. INVESTMENT DECISION FRAMEWORK POLICY

File Ref: CM28.2

Purpose:

To present a new proposed Investment Decision Framework Policy for Council adoption.

Officer's Recommendation:

That Council adopt P-2019-24 Investment Decision Framework Policy (**attached to the minutes as Addendum 2**).

G/19 /3985 Council Resolution:

Moved Cr Masters
Seconded Cr Sobhanian

That the Officer's Recommendation be adopted.

CARRIED

G/3.1.5. ASSESSMENT OF COMMUNITY CELEBRATION FUND APPLICATIONS - IGNITE, IMPACT AND SIGNATURE EVENTS**File Ref: GS3.1****Purpose:**

Consider the recommendations of the Community Investment Panel on applications received under the Community Celebration Fund for events to be held in 2020.

Officer's Recommendation:

That Council:-

1. Adopt the Community Investment Panel recommendation of funding for applications received under the category of funding tabled below:

Ignite Event

Applicant	Event	Date	Location	Request		Recommendation	
				Funds	In-kind	Funds	In-Kind
Gladstone Road Runners	Australia Day Fun Run	26 Jan	Gladstone	\$500	\$ -	\$500	\$ -
Gladstone Athletics Club	2020 Regional Athletics Carnival	8 – 9 Feb	Gladstone	\$7,600	\$ -	\$7,600	\$ -
Gladstone Road Runners	Gladstone Harbour Festival Fun Run	10 Apr	Gladstone	\$1,000	\$ -	\$1,000	\$ -
Boyne Valley Historical Society Inc.	Centenary of Boyne Valley Soldier Settlement and birth of Ubobo	25 – 27 Apr	Boyne Valley	\$9,480	\$ -	\$1,500	\$ -
Gladstone PAWS Inc	Gladstone PAWS Walk	24 May	Gladstone	\$4,000	\$ -	\$ -	\$ -
Gladstone & District Junior Rugby League Inc.	Jason Hetherington Cup Annual Carnival	10 – 12 Jul	Gladstone	\$10,000	\$ -	\$7,500	\$ -
Baffle Creek Mens Shed	Baffle Creek Car and Bike Muster	19 Jul	Baffle Creek	\$3,950	\$ -	\$3,950	\$ -
Gladstone Calliope Equestrian Group	GCEG 1 Star Regional Championship and AAOR leaderboard Event	25 – 26 Jul	Mt Larcom	\$2,500	\$ -	\$2,500	\$ -
Calliope Polocrosse Assoc	<i>Polocrosse, we love it!</i> Calliope 60th Anniversary	25 – 26 Jul	Calliope	\$10,000	\$ -	\$ -	\$200

Impact Event

Applicant	Event	Date	Location	Request		Recommendation	
				Funds	In-kind	Funds	In-Kind
Boyne Valley Community Discovery Centre Inc.	Boyne Valley Country Music Campout	3 – 5 Apr	Boyne Valley	\$17,620	\$ -	\$10,100	\$ -
Discovery Coast Tourism & Commerce Inc.	2020 Agnes Blues, Roots & Rock Festival	21 - 23 Feb	Agnes Water	\$20,000	\$ -	\$20,000	\$ -
1770 Art Show Inc.	1770 Art Show	20 – 31 May	Seventeen Seventy	\$7,970	\$2,000	\$ -	\$900

2. Authorise the Chief Executive Officer (or delegate) to finalise and execute a grant and/or sponsorship agreement (detailing entitlements and conditions) with each successful applicant.

G/19 /3986 Council Resolution:

Moved Cr Sobhanian
Seconded Cr Churchill

That Council:-

1. Adopt the Community Investment Panel recommendation of funding for applications received under the category of funding tabled below:

Ignite Event

Applicant	Event	Date	Location	Request		Recommendation	
				Funds	In-kind	Funds	In-Kind
Gladstone Road Runners	Australia Day Fun Run	26 Jan	Gladstone	\$500	\$ -	\$500	\$ -
Gladstone Athletics Club	2020 Regional Athletics Carnival	8 – 9 Feb	Gladstone	\$7,600	\$ -	\$7,600	\$ -
Gladstone Road Runners	Gladstone Harbour Festival Fun Run	10 Apr	Gladstone	\$1,000	\$ -	\$1,000	\$ -
Boyne Valley Historical Society Inc.	Centenary of Boyne Valley Soldier Settlement and birth of Ubobo	25 – 27 Apr	Boyne Valley	\$9,480	\$ -	\$1,500	\$ -
Gladstone PAWS Inc	Gladstone PAWS Walk	24 May	Gladstone	\$4,000	\$ -	\$ -	\$ -
Gladstone & District Junior Rugby League Inc.	Jason Hetherington Cup Annual Carnival	10 – 12 Jul	Gladstone	\$10,000	\$ -	\$7,500	\$ -
Baffle Creek Mens Shed	Baffle Creek Car and Bike Muster	19 Jul	Baffle Creek	\$3,950	\$ -	\$3,950	\$ -
Gladstone Calliope Equestrian Group	GCEG 1 Star Regional Championship and AAOR leaderboard Event	25 – 26 Jul	Mt Larcom	\$2,500	\$ -	\$2,500	\$ -
Calliope Polocrosse Assoc	<i>Polocrosse, we love it!</i> Calliope 60th Anniversary	25 – 26 Jul	Calliope	\$10,000	\$ -	\$1,000	\$200

Impact Event

Applicant	Event	Date	Location	Request		Recommendation	
				Funds	In-kind	Funds	In-Kind
Boyne Valley Community Discovery Centre Inc.	Boyne Valley Country Music Campout	3 – 5 Apr	Boyne Valley	\$17,620	\$ -	\$17,620	\$ -
Discovery Coast Tourism & Commerce Inc.	2020 Agnes Blues, Roots & Rock Festival	21 - 23 Feb	Agnes Water	\$20,000	\$ -	\$20,000	\$ -
1770 Art Show Inc.	1770 Art Show	20 – 31 May	Seventeen Seventy	\$7,970	\$2,000	\$ -	\$2,000

2. Authorise the Chief Executive Officer (or delegate) to finalise and execute a grant and/or sponsorship agreement (detailing entitlements and conditions) with each successful applicant.

CARRIED

Cr Muszkat requested that her vote be recorded in the negative.

G/3.1.6. ASSESSMENT OF REGIONAL ENHANCEMENT FUND APPLICATIONS - SPORT & RECREATION - COMMUNITY AND STRATEGIC PROJECTS**File Ref: GS3.1****Purpose:**

Consider the recommendations of the Community Investment Panel on applications received under the Regional Enhancement Fund.

Officer's Recommendation:

That Council:-

1. Adopt the Community Investment Panel recommendation of funding for applications received under the category of funding tabled below:

Sport and Active Recreation – Community Projects

Applicant	Project	Request	Recommendation
Central Football Club Gladstone Inc.	Upgrade field lights and electrical board	\$2,999	\$2,999
TOTAL		\$2,999	\$2,999

Sport and Active Recreation – Strategic Projects

Applicant	Project	Request	Recommendation
Clinton Park Sports Assoc.	Lighting upgrade – Field one (1)	\$35,200	\$35,200
Curtis Coast Dolphins Netball Assoc.	Conversion of grass courts to all-weather courts	\$100,000	\$100,000
Central Queensland Drag Racing Assoc.	Construct multipurpose function rooms	\$94,270	\$ -
TOTAL		\$229,470	\$135,200

2. Authorise the Chief Executive Officer (or delegate) to finalise and execute a grant and/or sponsorship agreement (detailing entitlements and conditions) with each successful applicant.
3. Authorise the Chief Executive Officer (or delegate) to undertake an out-of-round of the Sport and Active Recreation – Community Projects, opening in January 2020 for the purpose of distributing unspent funds of \$87,801.00 by June 2020.

G/19 /3987 Council Resolution:

Moved Cr Masters
Seconded Cr Goodluck

That the Officer's Recommendation be adopted.

CARRIED

G/3.1.7. APPOINTMENT OF THE GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE 2020

File Ref: CR2.14, CR3.2

Purpose:

To seek Council consideration to appoint memberships (by recommendation of Selection Panel) to the Gladstone Saiki Sister City Advisory Committee for 2020.

Officer's Recommendation:

That Council:

1. Adopt the Selection Panel recommendation to appoint the following persons to the Gladstone Saiki Sister City Advisory Committee for 2020:
Returning Members
 - Wendy Marsh
 - Howard Marsh
 - Maureen Mason
 - Bev Fellows
 - Chris Moore
 - Andrew Horton
 - Gladstone Youth Council representative, 2020.New Members
 - Yukiko Moore
 - Elizabeth Steel
 - Jennifer McGuire
2. Seek nomination and appoint Councillor(s) _____ to the Gladstone Saiki Sister City Advisory Committee for 2020.
3. Note, representatives appointed as non-voting (ex officio) members to be:
 - Mayor, Gladstone Regional Council.
 - Manager Gladstone Regional Art Gallery and Museum.
 - Community Development Officer (Secretariat).

G/19 /3988 Council Resolution:

Moved Cr Hansen
Seconded Cr Muszkat

That Council:

1. Adopt the Selection Panel recommendation to appoint the following persons to the Gladstone Saiki Sister City Advisory Committee for 2020:
Returning Members
 - Wendy Marsh
 - Howard Marsh
 - Maureen Mason
 - Bev Fellows
 - Chris Moore
 - Andrew Horton
 - Gladstone Youth Council representative, 2020.

New Members

- Yukiko Moore
- Lizabeth Steel
- Jennifer McGuire

2. Seek nomination and appoint Councillor O'Grady and Councillor Churchill to the Gladstone Saiki Sister City Advisory Committee for 2020.
3. Note, representatives appointed as non-voting (ex officio) members to be:
 - Mayor, Gladstone Regional Council.
 - Manager Gladstone Regional Art Gallery and Museum.
 - Community Development Officer (Secretariat).

CARRIED

G/3.1.8. LIBRARY MEMBERSHIP AND BORROWING POLICY

File Ref: CM28.1

Purpose:

To propose repealing the current Library Membership and Borrowing Policy.

Officer's Recommendation:

That Council repeal P-2014/42 Library Membership and Borrowing Policy.

G/19 /3989 Council Resolution:

Moved Cr Masters
Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/3.1.9. GLADSTONE LOCAL MARINE ADVISORY COMMITTEE - COUNCILLOR REPRESENTATION

File Ref: CM7.1

Purpose:

Allow Council to consider the nomination of a Management Partner for the Gladstone Local Marine Advisory Committee.

Officer's Recommendation:

That Council determines its position in relation to the nomination of a management partner(s) for the Gladstone Local Marine Advisory Committee.

G/19 /3990 Council Resolution:

Moved Cr Goodluck
Seconded Cr Hansen

That Council:

1. Endorse the appointment of a Councillor as a Management Partner of Gladstone Local Marine Advisory Committee, noting that Cr O'Grady is the current representative;
2. Endorse the Chief Executive Officer to appoint a relevant Officer position as a Management Partner of the Gladstone Local Marine Advisory Committee.

CARRIED

**G/3.1.10. REQUEST FOR LEAVE OF ABSENCE - CR MUSZKAT - DECEMBER 2019 -
JANUARY 2020**

File Ref: CM7.2

Purpose:

A request for a leave of absence has been requested by Cr Muszkat as required under section 6.1.1 of the Council Meetings Procedures Policy (P-2018-27).

Officer's Recommendation:

That Council grant a leave of absence to Cr Muszkat from 13 December 2019 to 17 January 2020.

G/19 /3991 Council Resolution:

Moved Cr Hansen
Seconded Cr Goodluck

That Council grant a leave of absence to Cr Muszkat from 13 December 2019 to 17 January 2020, and Cr Sobhanian from 5 to 19 February 2020.

CARRIED

G/4. DEPUTATIONS

Nil.

G/5. COUNCILLORS REPORT

Nil.

G/6. URGENT BUSINESS

Nil.

G/7. NOTICE OF MOTION

Nil.

G/8. CONFIDENTIAL ITEMS

Nil.

There being no further business the Mayor formally closed the meeting.

THE MEETING CLOSED AT 12.24 pm.

CERTIFICATION

I hereby confirm that I have read the minutes and they are a true and correct
record of the
proceedings of the meeting.
I certify that these 31 pages
form the
official copy of Gladstone Regional Council
General Meeting Minutes of the 19 November 2019.

.....
Mayor Matt Burnett

...../...../.....
Date

ATTACHMENTS

ADDENDUM 1



Gladstone Regional Council

Council Policy

Title	INFRASTRUCTURE CHARGES REBATE SCHEME
Policy Number	P-2019-28
Business Unit/s	STRATEGY AND TRANSFORMATION CUSTOMER EXPERIENCE
Date of Adoption	
Resolution Number	
Review Date	
Date Repealed	

1.0 PURPOSE:

This policy provides rebates on Levied Charges for developments proposing a Material Change of Use (other than for certain uses – ‘Excluded Use’), which deliver economic development and growth outcomes that align with Councils Economic Development Strategy and Planning Scheme.

2.0 SCOPE:

This policy applies to all land uses other than certain Excluded Uses within the Gladstone Regional Council Local Government area, within a Priority Infrastructure Area or Township Zone. Developments that qualify for rebates under this Policy are solely for a discount of Levied Charges. No other rebates are offered or borne by this policy.

This policy does not apply to Development Applications for a Reconfiguring of a Lot.

3.0 RELATED LEGISLATION:

- *Planning Act 2016*
- *Planning Regulation 2017*

4.0 RELATED DOCUMENTS:

- Gladstone Regional Council Adopted Infrastructure Charges Resolution (No. 1) – 2015 Amendment No. 2
- Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2
- Gladstone Regional Economic Development Strategy 2015

5.0 DEFINITIONS:

To assist in interpretation of this policy the following definitions apply:

“Infrastructure Agreement” has the same meaning as defined in the *Planning Act 2016*.

“Infrastructures Charges Notice” has the same meaning as defined in the Planning Act 2016.

“Levied Charge” has the same meaning as defined in the Planning Act 2016.

“Priority Infrastructure Area” identifies the area priorities for the provision of trunk infrastructure to service existing and assumed future urban development up to 2013. The Priority infrastructure area is identified in Schedule SC3 – Local government infrastructure plan maps within the Our Place Our Plan Gladstone Regional Council Planning Scheme V 2.

“Excluded Use” means the following land use definitions as defined in SC1.1 Use definitions within the Our Place Our Plan Gladstone Regional Council Planning Scheme V2:

Use:	Definition:
Dual Occupancy	Premises containing two dwellings, each for a separate household, and consisting of: <ul style="list-style-type: none"> a single lot, where neither dwelling is a secondary dwelling or two lots sharing common property where one dwelling is located on each lot.
Dwelling House	A residential use of premises for one household that contains a single dwelling. The use includes domestic out buildings and works normally associated with a dwelling and may include a secondary dwelling.
Dwelling Unit	A single dwelling within a premise containing non-residential use(s).
Multiple Dwelling	Premises containing three or more dwellings for separate households.
Relocatable Home Park*	Premises used for relocatable dwellings (whether they are permanently located or not) that provides long-term residential accommodation. The use may include a manager's residence and office, ancillary food and drink outlet, kiosk, amenity buildings and the provision of recreation facilities for the exclusive use of residents.
Rural Workers Accommodation	Any premises used as quarters for staff employed in the use of land for rural purposes, such as agriculture, intensive animal husbandry and forestry, conducted on a lot in the same ownership whether or not such quarters are self-contained.
Non-resident Workforce Accommodation	Premises used to provide accommodation for non-resident workers. The use may include provision of recreational and entertainment facilities for the exclusive use of residents and their visitors.

* Relocatable Home Park development that provides solely for residents over the age of 50 years, is not an excluded use, for the purposes of this Policy.

6.0 POLICY STATEMENT:

6.1 Application of Policy

This Policy applies to Development Applications for making a Material Change of Use of Premises which:

1. Have a current Material Change of Use application (ie. decided and not lapsed), and
2. Are for any land use as defined within SC1.1 Use definitions of the Our Place Our Plan Gladstone Regional Council Planning Scheme V2 other than an Excluded Use as defined herein; and

3. Are proposed to be located within a Priority Infrastructure Area or Township Zone as defined in the Our Plan Our Plan Gladstone Regional Council Planning Scheme V2.

This policy does not apply to any development application made by, or on behalf of a Federal or State Government agency.

Notwithstanding Clause 6.1(1) of this policy, Council may in its absolute discretion, at any time, resolve that this policy is not applicable to a Development Application.

6.2 Rebates

Upon receipt of a Development Permit and an Infrastructure Charges Notice, an Applicant may apply to Council to enter into an Infrastructure Agreement which reduces the Levied Charge by 50% based on the net charge amount identified within the Levied Charges Notice, up to a maximum concession value of \$500,000. In no case shall the reduction in the Levied Charge exceed \$500,000.

In addition, a concession for a Not for Profit organisation will incorporate concessions from other entitlements so that the value of the combined concessions does not exceed 50% of the net charge amount.

Applicants are to complete and lodge the Request – Levied Charge Rebate Form to Council. Upon receipt, an assessment and decision will be made under this policy. Should the application be successful, Council will prepare an Infrastructure Agreement which must be executed by the Applicant. That Infrastructure Agreement will reflect the discounted charge and the Rebate Conditions set out in Clause 6.3 of this Policy.

The terms of the Infrastructure Agreement will be determined by Council and are not negotiable. Council's costs with respect to the preparation and execution of the Infrastructure Agreement will be payable by the Applicant.

6.3 Rebate Conditions

To be eligible for a rebate under this Policy, developments must:

1. Be completed within two years of the Infrastructure Agreement referenced in Section 6.2 being fully executed; or
2. If staged, the first stage be completed within two years of the Infrastructure Agreement referenced in section 6.2 being fully executed and all stages completed within four years of the Infrastructure Agreement referenced in section 6.2 being fully executed; and
3. Should these Rebate Conditions not be met then no reduction in the Levied Charges shall be applicable and the balance of the Levied Charges then outstanding shall be immediately due and payable.

7.0 ATTACHMENTS:

Nil.

GLADSTONE REGIONAL COUNCIL
 POLICY NO. P-2019-28 - INFRASTRUCTURE CHARGES REBATE SCHEME
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8.0 REVIEW MECHANISM:

This policy will be reviewed when any of the following occur:

1. The related legislation or governing documents are amended or replaced; or
2. Other circumstances as determined by resolution of Council or the CEO; or
3. One year from date of adoption.

TABLE OF AMENDMENTS			
Document History	Date	Council Resolution No.	Notes (including the prior Policy No, precise of change/s, etc)
Originally Approved	3 July 2018	G/18/3459	Prior Policy P-2018-03
Amendment 1			
Amendment 2			
Amendment 3			

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LEISA DOWLING
 CHIEF EXECUTIVE OFFICER

ADDENDUM 2

Gladstone Regional Council

Council Policy

Title	INVESTMENT DECISION FRAMEWORK
Policy Number	P-2019-24
Business Unit/s	STRATEGY & TRANSFORMATION
Date of Adoption	
Resolution Number	
Review Date	
Date Repealed	

1.0 PURPOSE:

The intent of this policy is to specify the overarching intentions and guide opportunity investment decision making principles to support Council's Investment Decision Framework (IDF). It is consistent with the organisational corporate plan and aims to enable the investment decision process, strategic actions and outcomes to be developed and implemented. The policy includes a commitment to legislative compliance as well as continual improvement in investment decision making across the organisation.

2.0 SCOPE:

Investment decision making at Gladstone Regional Council, is the combination of management, governance, financial, economic and technical activities applied to all phases of the end to end lifecycle process. The purpose is to establish a common approach for considering and selecting investment opportunities, and their subsequent management through to completion.

To support its investment decision making, Council adopts a structured decision gate process across the end to end lifecycle in line with the Queensland State Government's Project Assurance Framework (with the initial focus being given to front end phases). Therefore, the end to end lifecycle phases covered by this policy are categorised as follows:

- Identifying – *considering the need and strategic alignment*
- Assessing – *considering potential investment opportunities*
- Selecting – *choosing the preferred investment option*
- Defining – *planning the investment value*
- Executing – *delivering the investment value*
- Operating, maintaining (& decommissioning) – *providing the service*

Note: Appendix A depicts Council's complete end to end project lifecycle.

3.0 RELATED LEGISLATION:

Local Government Act 2009
Local Government Regulation 2012

4.0 RELATED DOCUMENTS:

Gladstone Regional Council Corporate Plan 2018-2023
 Gladstone Regional Council Operational Plan
 Integrated investment decision framework overview
 Investment decision governance – Business Rules & Processes
 Investment decision guidelines – Procedures, tools and templates.

5.0 DEFINITIONS:

Investment Opportunity Committee means the committee established to evaluate, oversee and support the opportunities being considered.

Opportunity means initiative, idea or concept.

Opportunity Proponent means the officer chosen to progress an opportunity through the investment decision framework.

Works Management Framework means guidelines, processes and templates for planning, scheduling and delivery of works, including resource management. This includes projects undertaken in the Define, Execute and Closure Phases

6.0 POLICY STATEMENT:

Council recognises the benefit in adopting a disciplined approach for consideration of concepts or ideas, complexity and risks to ensure investment opportunities have been subjected to a reasonable level of value for money and assurance type analysis. Important decisions are required to be made to determine which of the various concepts and ideas should be progressed for further consideration (or not) to enable sustainable services to be delivered.

In recognition of the need to establish a system by which investment decision making is disciplined, robust and in the best interests of the community, Council aspires to the following:

“To develop and implement an investment decision framework that enables identification, selection and management of investment opportunities in a fit for purpose manner so that resources are subsequently applied prudently and efficiently.”

6.1 Guiding Principles

Council's investment decision making mission is guided by the following principles:

1) Governance and Accountability	<ul style="list-style-type: none"> • Building discipline into the investment opportunity selection process and commitment to undertaking the 'right' projects across the organisation. • Prioritising investment opportunities across a common and agreed set of criteria. • Linking investment opportunity selection to strategic intent • Accountability for investment decision making activities is unambiguous, accepted and met • Industry standards and guidelines are used where appropriate • A consistent investment decision making language is used.
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**GLADSTONE REGIONAL COUNCIL
POLICY NO. P-2019-24 - INVESTMENT DECISION FRAMEWORK
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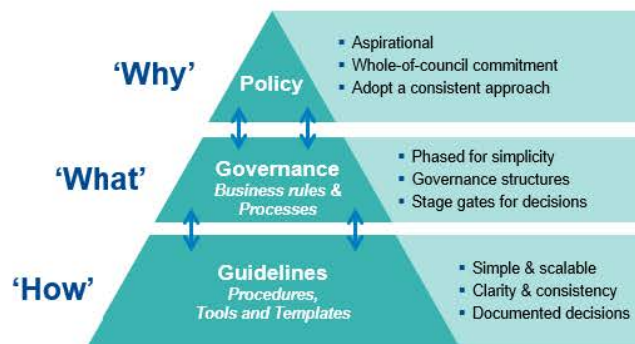
2) Information Management	<ul style="list-style-type: none"> • Council recognises, identifies, records and maintains investment opportunity information to a level of detail, accuracy and integration necessary for each 'opportunity' to be managed in accordance with the integrated framework. • Statutory requirements relating to Council's investment decision making are met (as a minimum).
3) End to end lifecycle management	<ul style="list-style-type: none"> • Selected investment opportunities are managed from a whole of life perspective • Risks and opportunities are identified and managed in accordance with Council's Risk Framework across the lifecycle • Prior to approval of any major investment opportunity that constitutes a renewal or up-grade to an existing service, a critical review, based on demonstrated service needs is undertaken and the 'whole of life' cost of that opportunity is determined
4) Service level management	<ul style="list-style-type: none"> • A planned approach is taken to growth and demographic change through demand management and investment opportunities using an agreed growth and demographic model • Current and desired levels of service are defined that consider technical and community requirements and the cost of services

6.2 Investment Decision Framework

This investment decision framework policy is the highest level in the integrated decision framework as illustrated in the following diagram.

Investment Decision Framework

The Integrated Approach



6.3 Responsibilities

Council's investment decision making responsibilities and relationships have been established as follows:

6.3.1 Councillors:

- To act as stewards for all investment opportunities
- To consider Strategic Investment Opportunities
- To approve Council investment opportunities and monitor outcomes
- To set the Corporate investment decision framework and policy
- To set levels of service, risk and cost standards
- To ensure investment decisions consider whole of life costs

6.3.2 Chief Executive Officer / Executive Leadership Team (ELT)

- To agree on the Corporate investment decision framework and policy with Council
- To implement the investment decision framework governance (i.e. end to end process) with agreed resources and review performance
- To provide support and ensure the Investment Opportunities Committee is working efficiently and effectively
- To ensure that accurate and reliable information is presented to Council to enable informed investment decision making
- To integrate the investment decision framework, policy, governance and guidelines into Council's overall corporate governance framework
- To review and approve/not approve recommendations made by the Investment Opportunities Committee.

6.3.3 Investment Opportunities Committee (IOC)

- To understand the roles and responsibilities as defined in the IOC 'Terms of Reference'.
- To consider and assess investment opportunities at each decision gate throughout each phase of the adopted end to end lifecycle.
- To make recommendations for the ELT and Councillors to consider and ensure IOC decisions are documented and reported on where necessary
- Evaluate and monitor key performance outputs/criteria.

6.3.4 Opportunity Proponent

- To progress the opportunity through the Identify, Assess and Select Phases and Gates 0, 1, 2 and 3 of the IDF and as required by the IOC.
- To fulfil the information requirements for each stage/phase as required under the IDF.
- To collaborate with the appointed Project Sponsor if/when the opportunity progresses to the Define phase.

6.3.5 Project Sponsor

- To progress the project through the Define, Execute and Closure Phases and Gates 3,4 and 5 of the IDF and as required by the IOC.
- To fulfil the information requirements for each stage/phase as required under the IDF and works management framework.
- To collaborate with the Opportunity Proponent if/when the opportunity progresses to the Define phase.
- To provide resources and support for the project and be accountable for enabling success.

6.3.6 Project Managers

- To be accountable for the project and project team's success.
- To lead the project team and be responsible for achieving the project objectives.
- To assist the Project Sponsor, as required, with progressing the project through the required phases and gates of the IDF.
- To develop and implement project management plans for individual approved projects in accordance with the guidelines.
- To manage and deliver projects to the agreed plans.
- To present project related information (i.e. status reports, project completion reports) as specified in the guidelines.

7.0 ATTACHMENTS:

Appendix A: GRC's Investment Decision Framework

8.0 REVIEW MECHANISM:

This policy will be reviewed when any of the following occur:

1. The related legislation or governing documents are amended or replaced; or
2. Other circumstances as determined by resolution of Council or the CEO; or
3. Three years from date of adoption.

TABLE OF AMENDMENTS			
Document History	Date	Council Resolution No.	Notes (including the prior Policy No, precise of change/s, etc)
Originally Approved			
Amendment 1			

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LEISA DOWLING
CHIEF EXECUTIVE OFFICER

Appendix A

