



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING MINUTES

**HELD AT THE COUNCIL CHAMBERS - CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On Tuesday 7 December 2021

Commencing at 9.00am

Mark Holmes
CHIEF EXECUTIVE OFFICER, Acting

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GENERAL MEETING MINUTES 7 DECEMBER 2021

Elected Members

Councillor - Mayor M J Burnett
Councillor G G Churchill
Councillor K Goodluck
Councillor R A Hansen
Councillor D V O'Grady
Councillor C A Trevor
Councillor N Muszkat
Councillor C Cameron
Councillor D Branthwaite

Officers

Mr M Holmes (Chief Executive Officer, Acting)
Mrs R Millett (Executive Secretary)
Mrs B Saunders (General Manager Finance, Governance and Risk, Acting)
Mr R Huth (General Manager Customer Experience)
Ms K Lee (General Manager Community Development and Events)
Mr M Francis (General Manager Strategic Asset Performance)
Mr J Tumbers (General Manager Operations)
Ms C Quinn (General Manager Strategy and Transformation)
Mr M Harris (Media Advisor)
Mr G Scanlan (Economic Development Specialist)
Ms H Robinson (Manager Development Services)
Ms T Whalley (Property Acquisition and Disposal Specialist)
Ms C Faulkner (Manager Asset Planning)
Ms J Giles (Engineer)
Ms K Wockner (Manager Contracts and Procurement)
Ms E Landman (Manager Revenue Services, Acting)
Ms K Birleson (Rates-Metering Officer)

G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

G/0.3.3. MESSAGES OF CONDOLENCE

Nil.

G/0.3.4. DECLARATION OF INTERESTS

Cr Branthwaite

Councillor Darryl Branthwaite advised that in agenda item G/3.2. DEPUTATION – BRIAN ROBERTSON, he has a declarable conflict of interest as a result of his personal relationship with Adrian Robertson, Brian Robertson's son, who is a close family friend.

Cr Branthwaite advised that as a result of his conflict of interest, he will leave the meeting room for this item.

Cr Trevor

Councillor Chris Trevor advised that in agenda item G/4.1. REQUEST FOR REBATE SCHEME CONSIDERATION TO DEVELOPMENT APPLICATION 28/2020 FOR A MATERIAL CHANGE OF USE OF PREMISES FOR A RETIREMENT FACILITY (MANUFACTURED HOUSING ESTATE – 201 DWELLINGS) (5 STAGES) LOCATED AT LOT 300 OCCHILUPO CIRCUIT, he has a declarable conflict of interest as he is a director, along with his wife Colleen Trevor, of Warabale Pty Limited, as trustee which owns a 50 per cent share in development land at Lot 207, Round Hill road, which is in very close proximity to the subject land of this development application.

Cr Trevor advised that as a result of his conflict of interest, he will leave the meeting room while the matter is considered and voted on.

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

Firstly I would like to talk about the Santos GLNG Mayor's Carols that was hosted on Friday night at the Gladstone Ports Corporation Marina Parklands and what a fantastic night it was. It was good to see so many members of our community out and about enjoying the Christmas spirit. We are very grateful to our major sponsors, Santos, but so many other local community groups and local businesses are also involved. Our schools, our amazing team at the Gladstone Entertainment Convention Centre (GECC), 4CC, who have been involved for so many years, and the big band of volunteers from the choir right through to the orchestra, they do an amazing job.

And again on Sunday, Goondoon Street came alive with the Christmas Street Party on Sunday night and again our team at the GECC did an amazing job as did the many local volunteers who are involved. I'm sure the kids loved when the Christmas tree was lit up. Thank you Councillors for being there on Friday and Sunday as well and it was a fantastic couple of nights.

Thank you to Deputy Mayor, Kahn Goodluck, for attending the Ulysses Toy Run on Saturday. It is the first time I have been unable to attend for many years, but I'm sure Cr Goodluck had a fantastic day.

I would also like to mention the growing community concern over the Queensland Government's incoming Covid19 restrictions.

While our community is similar to other parts of Queensland, we are also very unique. Gladstone and Central Queensland is not the same as South East Queensland, we do not have access to the same services and infrastructure, and we do not have the population.

Over the past few weeks Council has heard the concerns of small business operators, parents, teachers, nurses and many local community members about their opposition to the Queensland Government's Covid19 measures planned for December 17.

On November 12 as part of the Central Queensland Regional Organisation of Councils we wrote to the Queensland Government highlighting concerns raised by small business operators and employees over the incoming restrictions.

Community concerns are continuing to escalate the closer we get to December 17 and the uncertainty we all face as we prepare for the borders to open on December 13.

While there are many differing views across our community on the Queensland Government's proposed Covid19 measures I want to make sure all views are heard by the State.

Today I table a document further identifying issues raised by members of our local community. The State Government should also be aware of these and other views as it continues to consider the final public health direction that will enact its new COVID rules.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 16 NOVEMBER 2021

Responsible Officer: Chief Executive Officer

Council Meeting Date: 1 December 2021

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 16 November 2021.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 16 November 2021 be confirmed.

GM/21/4634 Council Resolution:

Moved Cr Churchill
Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

CARRIED

G/3. DEPUTATIONS

G/3.1. STANWELL CORPORATION LIMITED

Responsible Officer: Chief Executive Officer

Council Meeting Date: 7 December 2021

File Ref: CM7.6

Purpose:

To discuss Stanwell Corporation Limited's project to position Central Queensland as a renewable hydrogen hub.

Officer's Recommendation:

That the deputation from Stanwell Corporation Limited be received.

GM/21/4635 Council Resolution:

Moved Cr Branthwaite

Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/4. OFFICERS' REPORTS

G/4.1. REQUEST FOR REBATE SCHEME CONSIDERATION TO DEVELOPMENT APPLICATION 28.2020 FOR A MATERIAL CHANGE OF USE OF PREMISES FOR A RETIREMENT FACILITY (MANUFACTURED HOUSING ESTATE - 201 DWELLINGS) (5 STAGES) LOCATED AT LOT 300 OCCHILUPO CIRCUIT

Responsible Officer: General Manager Customer Experience

Council Meeting Date: 7 December 2021

File Ref: DA.28.2020 & FM7.2

Cr Trevor (declared Conflict of Interest)
left the room for Agenda Item G/4.1. and did not participate in the decision.
(refer G/0.3.4 Disclosure of Interest section of the minutes - page 4)

Purpose:

The purpose of this report is to allow Council to consider entering into an Infrastructure Agreement to reduce the associated Adopted Infrastructure Charge for a Material Change of Use of Premises for a Retirement Facility (Manufactured Housing Estate – 201 dwellings (5 Stages)) located at Lot 300 Occilupo Circuit, Agnes Water (Ref: DA/28/2020) and apply under the Infrastructure Charges Rebate Scheme (Policy Number P-2019-28).

Officer's Recommendation:

That the request to enter into an Infrastructure Agreement to reduce the Adopted Infrastructure Charge and request further exemptions outside the Infrastructure Charges Rebate Scheme for Development Application 28/2020 located at Lot 300 Occilupo Circuit, Agnes Water be refused due to non-compliance with the policy.

GM/21/4636 Council Resolution:

Moved Cr Muszkat

Seconded Cr Goodluck

That the Officer's Recommendation be adopted.

CARRIED

G/4.2. GLADSTONE AIRPORT CORPORATION BOARD OF DIRECTORS

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 7 December 2021

File Ref: FM19.1

Purpose:

To consider the composition of the Gladstone Airport Corporation (GAC) Board of Directors.

Officer's Recommendation:

That Council:

1. Reappoint Adrienne Ward to the Board of the Gladstone Airport Corporation as well as Chairman for a further four-year term, commencing on 1 July 2022; and
2. Reappoint Leigh Zimmerlie to the Board of the Gladstone Airport Corporation for a further three-year term, commencing on 1 July 2022; and
3. Commence recruitment for a new Board Director of the Gladstone Airport Corporation with the appointment to be for an initial period of 2 years, commencing on 1 July 2022.

GM/21/4637 Council Resolution:

Moved Cr Churchill

Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/4.3. REVIEW OF TRANSPORT ENVIRONMENT ADVISORY GROUP TERMS OF REFERENCE

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 7 December 2021

File Ref: RD4.4

Purpose:

To allow Council to endorse amendments to the Transport Environment Advisory Group (TEAG) Terms of Reference (ToR).

Officer's Recommendation:

That Council:

1. Rescind Part 2 of Council Resolution G/19/3808 giving effect to repealing the existing Transport Environment Advisory Group Terms of Reference; and
2. Adopt the revised Transport Environment Advisory Group Terms of Reference as Addendum 1.

GM/21/4638 Council Resolution:

Moved Cr Churchill
Seconded Cr Trevor

That the Officer's Recommendation be adopted.

CARRIED

**The meeting was adjourned at 10:47am
and reconvened at 11:04am.**

G/3. DEPUTATIONS

G/3.2. BRIAN ROBERTSON

Responsible Officer: Chief Executive Officer

Council Meeting Date: 7 December 2021

File Ref: CM7.6

Cr Branthwaite (declared Conflict of Interest)
left the room for Agenda Item G/3.2. and did not participate in the decision.
(refer G/0.3.4 Disclosure of Interest section of the minutes - page 4)

Purpose:

To discuss 33 Agnes Street, Gladstone issues.

Officer's Recommendation:

That the deputation from Mr Brian Robertson and Mr Adrian Robertson be received (refer Addendum 2).

GM/21/4639 Council Resolution:

Moved Cr Churchill
Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

CARRIED

G/4. OFFICERS' REPORTS

G/4.4. BAFFLE CREEK AND AUCKLAND CREEK FLOOD STUDIES

Responsible Officer: General Manager Strategic Asset Performance

Council Meeting Date: 7 December 2021

File Ref: LU6.2

Purpose:

The purpose of this report is to seek the Council's endorsement of the Baffle Creek and Auckland Creek Flood Studies.

Officer's Recommendation:

That Council:

1. Endorse the Baffle Creek Flood Study Report (January 2019);
2. Endorse the Auckland Creek Flood Study Report (August 2019).

GM/21/4640 Council Resolution:

Moved Cr Hansen
Seconded Cr Branthwaite

That the Officer's Recommendation be adopted.

CARRIED

G/4.5. LEASE OF 2 RAFTING GROUND ROAD, AGNES WATER

Responsible Officer: General Manager Strategic Asset Performance

Council Meeting Date: 7 December 2021

File Ref: CP8.2

Purpose:

The purpose of this report is to allow Council to consider leasing the buildings at 2 Rafting Ground Road, Agnes Water to Impact Community Services Limited.

Officer's Recommendation:

That Council:

1. Resolves that s236(1)(c)(iii) of the *Local Government Regulation 2012* applies to the proposed lease of the building at 2 Rafting Ground Road, Agnes Water to IMPACT Community Services Limited; and
2. Delegates authority to the Chief Executive Officer to negotiate a lease of part of 2 Rafting Ground Road, Agnes Water to Impact Community Services Limited for a term not exceeding 10 years.

GM/21/4641 Council Resolution:

Moved Mayor Burnett
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

CARRIED UNANIMOUSLY

GM/21/4642 Procedural Motion

Moved: Cr Hansen
Seconded: Cr Trevor

That Item G/4.6 SPECIALISED SUPPLIER - HUMAN SYNERGISTICS be considered last in Item G/4 Officer's Reports.

CARRIED

G/4.7. SOLE SUPPLIER - NUGROW

Responsible Officer: General Manager Operations

Council Meeting Date: 7 December 2021

File Ref: PE1.1

Purpose:

This report seeks a resolution from Council to make use of the provisions in s235 of the Local Government Regulation 2012, that allows for exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to the disposal of oily water and sludge material.

Officer's Recommendation:

That Council resolves, in accordance with Section 235(a) of the Local Government Regulation 2012, that it is satisfied that NuGrow is the only supplier reasonably available to Council to provide oily water and sludge material disposal services.

GM/21/4642 Council Resolution:

Moved Cr Goodluck
Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/4.8. SOLE SUPPLIER - EZMACHINERY

Responsible Officer: General Manager Operations

Council Meeting Date: 7 December 2021

File Ref: PE1.1

Purpose:

This report seeks a resolution from Council to make use of the provisions in s235 of the Local Government Regulation 2012, that allows for exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to the provision of EZ Hydraulic Mulcher attachments and spare parts.

Officer's Recommendation:

That Council resolves, in accordance with Section 235(a) of the *Local Government Regulation 2012*, that it is satisfied that Bespoke Engineering & Fabrication T/As EZ Machinery is the only supplier reasonably available to Council to supply EZ Hydraulic Mulcher attachments and spare parts.

GM/21/4643 Council Resolution:

Moved Cr Churchill
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

CARRIED

G/4.9. RADF 2022 COMMITTEE - NEW MEMBER APPOINTMENT

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 7 December 2021

File Ref:

Purpose:

The purpose of this report is to seek Council endorsement of new Regional Arts Development Fund (RADF) Committee Member.

Officer's Recommendation:

That Council endorses the appointment of Bettina Van Haeften to the 2022 Regional Arts Development Fund Committee.

GM/21/4644 Council Resolution:

Moved Cr Muszkat
Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/4.10. SAIKI SISTER CITY ADVISORY COMMITTEE

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 7 December 2021

File Ref: CR2.14

Purpose:

This report presents proposed changes to the Saiki Sister City Advisory Committee Terms of Reference, recommends appointments to the Committee for 2022 and presents the annual President's Report for 2021.

Officer's Recommendation:

That Council:

1. Adopt the amended Terms of Reference for the Saiki Sister City Advisory Committee as Addendum 3; and
2. Appoint the following Saiki Sister City Advisory Committee Members for the 2022 calendar year with appointments expiring on the 31 December 2022:

Wendy Marsh (President)
Chris Moore (Vice-President)
Beverly Fellows
Howard Marsh
Maureen Mason
Yukiko Moore
Robina Cupitt
Gay SIRRIS

3. Receive and note the 2021 Saiki Sister City Advisory Committee President's Report.

GM/21/4645 Council Resolution:

Moved Cr O'Grady
Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/4.11. YOUTH COUNCIL ANNUAL REPORT

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 7 December 2021

File Ref: CC9.10

Purpose:

The purpose of this report is to present an overview of the work and achievements of the Gladstone Region Youth Council in 2021.

Officer's Recommendation:

That Council receive and note the 2021 Gladstone Region Youth Council Advisory Committee Report.

GM/21/4646 Council Resolution:

Moved Cr Goodluck
Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/4.6. SPECIALISED SUPPLIER - HUMAN SYNERGISTICS

Responsible Officer: General Manager Operations

Council Meeting Date: 7 December 2021

File Ref: PE1.1

Purpose:

This report seeks a resolution from Council to make use of the provisions in s235 of the Local Government Regulation 2012 that allows for the exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to human synergistics culture tools and services provided by Human Synergistics International.

Officer's Recommendation:

That Council resolves, in accordance with Section 235(b) of the *Local Government Regulation 2012*, that it is satisfied that due to the specialised nature of the services sought, Human Synergistics International should be engaged to provide access to Human Synergistics culture tools and services.

GM/21/4647 Council Resolution:

Moved Cr Branthwaite
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

CARRIED

G/5. COUNCILLORS REPORT

Councillor Darryl Branthwaite tabled the inaugural Healthy Harbour, Healthy Future Stewardship 2021 report (refer Addendum 4). Cr Branthwaite noted that the stewardship report demonstrates the partnership activities regarding the Gladstone Harbour and the various businesses and organisations involved. Cr Branthwaite mentioned pages 4 and 5 which details Council's activities and highlighted the Urban Water Stewardship Assessment, noting that this is the first time this has been assessed, and the Our Coast Our Future objectives. Cr Branthwaite further noted that Council is undertaking additional activities to those listed in the stewardship report. Cr Branthwaite acknowledged the great work that is being undertaken by Council to contribute positively to the healthiness of the Gladstone Harbour and coast line. Councillor Glenn Churchill further acknowledged the great work undertaken by Ali Moore, Manager Environment and Conservation.

GM/21/4648 Council Resolution

Moved Cr Branthwaite
Seconded Cr Churchill

That the Healthy Harbour, Healthy Future Stewardship 2021 report be received.

CARRIED

Cr Churchill mentioned that CQ University is holding their graduation at the Gladstone Entertainment Convention Centre on Friday afternoon.

Councillor Rick Hansen mentioned that Manager Waste Program Delivery, Chris Irving, and Cr Hansen attended the final Local Authority Waste Management Advisory Committee (LAWMAC) meeting for 2021 noting that the minutes will be forwarded to Councillors once received.

G/6. URGENT BUSINESS

Nil.

G/7. NOTICE OF MOTION

Nil.

GM/21/4649 Procedural Resolution

Moved: Cr Hansen

Seconded: Cr Cameron

That in accordance with the Local Government Regulation 2012, section 254J, Council close the meeting to discuss two confidential items.

Item G/8.1 - Out-of-Policy Water Leak Concession Requests will be closed under section 254J (d) rating concessions, as this item will discuss and consider individual requests for concessions from water rates and charges.

Item G/8.2. - Deferral of Accumulated Under Recovery Charges - Gladstone Area Water Board will be closed under section 254J (j), as this item is a matter that the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State, as this item will discuss confidential negotiation arrangements undertaken for the deferral of accumulated under recovery charges with Gladstone Area Water Board.

CARRIED

These items were discussed and considered as well as presenting different options to consider including opportunities and risks associated with each item.

The Mayor left the meeting at 1:00pm

GM/21/4650 Procedural Resolution

Moved: Cr Churchill

Seconded: Cr O'Grady

The Council re-open the meeting to the public.

CARRIED

G/8. CONFIDENTIAL ITEMS

G/8.1. OUT-OF-POLICY WATER LEAK CONCESSION REQUESTS

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 7 December 2021

File Ref: RV4.4, RV4.5

Purpose:

To consider requests made by ratepayers for out-of-policy water leak concessions in relation to the following assessments:

1. Assessment 28568-4: Lot 33 SP 108910
2. Assessment 22107-7: Lot 13 RP 607387
3. Assessment 11628-5: Lot 2 BUP 101347
4. Assessment 6361-0: Lot 2 RP 606352
5. Assessment 6062-4: Lot 3 RP 603097

GM/21/4651 Council Resolution:

Moved Cr Goodluck

Seconded Cr Branthwaite

That Council:

1. Does grant concession of 50% usage discount on total original invoice for Residential Assessments 28568-4: Lot 33 SP 108910, 22107-7: Lot 13 RP 607387 and 6361-0: Lot 2 RP 606352 due to the leaks confirmed as concealed leaks and were acted upon quickly to rectify once known; and
2. Does not grant concession of an out of policy water leak concession for Residential Assessments 11628-5: Lot 2 BUP 101347 and 6062-4: Lot 3 RP 603097

CARRIED

G/8.2. DEFERRAL OF ACCUMULATED UNDER RECOVERY CHARGES - GLADSTONE AREA WATER BOARD

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 7 December 2021

File Ref:

Purpose:

The purpose of this report is to provide a head of power for the execution of agreements relative to the implementation of Part B of the Gladstone Area Water Board price monitoring 2020-2025 review, endorsed by Queensland Competition Authority on 3 June 2020.

GM/21/4652 Council Resolution:

Moved Cr Trevor
Seconded Cr Hansen

That Council authorise the Chief Executive Officer, or delegate, to execute agreements relative to the implementation of Part B of the Gladstone Area Water Board price monitoring 2020-2025 review, endorsed by Queensland Competition Authority on 3 June 2020.

CARRIED

GENERAL MEETING MINUTES 7 DECEMBER 2021

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

THE MEETING CLOSED AT 1:40pm

ATTACHMENTS

Addendum 1



Traffic Environment Advisory Group

(TEAG)

TERMS OF REFERENCE

Background

Road Safety may be defined as a road system of driver behaviour and use of network which aims to protect users against injury or risk as a result of its engineering design, construction and usage. Road Safety may be achieved by managing the following five key elements:

- Safe speeds;
- Safe road environments;
- Safe vehicles;
- Safe road users (including pedestrians, cyclists etc); and
- The safe interaction of the above elements with adjacent land use.

A safer road environment for all road users within the region can be attained by Local and State Government agencies working closely with elected Local Councillors to:

- Understand crashes and risks;
- Enforce road rules;
- Minimise unnecessary road signage and thus driver distraction;
- Review and improve the traffic environment based on current technical standards and recognised best practice; and
- Educate road users.

To facilitate the above, the Strategic Asset Performance business unit will host a regular Traffic Environment Advisory Group (TEAG) meeting on behalf of Gladstone Regional Council and Department of Transport & Main Roads.

Scope

The Road Authority and Responsible Officer for matters covered by these Terms of Reference is as follows:

- Local Roads - Chief Executive Officer (or delegate), Gladstone Regional Council.
- State Controlled Roads - District Director (Fitzroy) (or delegate), Department of Transport & Main Roads (DTMR).



Note: Local Government Association of Qld and the DTMR have agreed on arrangements that define the management responsibilities for the State Authority to a Local Authority when it comes to managing the State and Local Authority road network. This document is titled:

Cost Sharing Based on Responsibilities within State-Controlled Roads" - March 2000
<http://www.tmr.qld.gov.au/business-industry/Technical-standards-publications/Cost-sharing-based-on-responsibilities-within-state-controlled-roads.aspx>.

Purpose

The purpose of the Traffic Environment Advisory Group (TEAG) is to:

- Provide a technical forum for information sharing, consideration of traffic related matters impacting the Gladstone Region (excluding speed limit considerations), and assisting the respective road authority in the decision making process.
- Consider and present the community's issues/concerns/ideas.
- Make technical based recommendations to resolve traffic related matters.
- Identify opportunities for cross-agency road safety initiatives and campaigns.
- Advise the relevant road authority of the outcomes/actions.

TEAG does not consider speed related issues (management of speed) as these are considered by the Speed Management Committee (SMC).

Decision Making

Traffic related matters will be investigated by the relevant Road Authority, signed off by the Responsible Officer, and submitted to the TEAG for endorsement. TEAG will review the officer's recommendations to ensure they are consistent and credible with standards and common practice. TEAG will attempt to reach consensus when considering an officer's recommendation, however the relevant Road Authority ultimately is responsible for making the final decision and implementing accordingly.

Consideration

Issues to be considered by the TEAG include, but are not limited to:

- Review of Road Safety Audits.
- Review of Technical Investigations into traffic related issues (parking, public transport, active transport, intersection performance) where the Road Authority requires advice or feedback from other parties.
- Review and Evaluation of Crash Data (2 monthly summary) from QPS.
- Review proposals to address Blackspot sites (high cost incidents, improving safety of drivers and pedestrians).
- Review proposals to improve road safety around schools.
- Review proposals for Bus Stops and Shelters.
- Review plans and strategies for pathways (Pedestrian and Cycles).
- Review proposals for Parking (on-street) related issues where the Road Authority requires advice or feedback from other parties.
- Discussion of enforcement issues (hotspots, current operations, future operations) and road safety education opportunities/priorities.
- Review of directional, advisory and advertising street signage where the Road Authority requires advice or feedback from other parties.



As a general rule, if the proposed solution to an issue is not going to alter the current traffic environment, but reinforce what is currently in place, the issue does not need to be considered by the TEAG (i.e. the installation of an Advanced Warning sign for a "Stop" sign).

Issues may be raised by many sources including, but not limited to:

- TEAG members and observers; and
- Members of the public via Gladstone Regional Council Customer Service Requests (CSR's) or Department of Transport & Main Roads Customer Feedback Requests (CFR's).

Recommendations endorsed by TEAG will be referred back to the relevant authority for delivery, in line with established investment and delivery processes, with a requirement for the authority to provide viability of delivery timeframes to the Group.

Membership

The Group will be made up of the following representatives:

Organisation	Title
Gladstone Regional Council	Councillor
	Councillor
	General Manager Strategic Asset Performance
	Manager Engineering Asset Solutions
Department of Transport and Main Roads	Principal Engineer
	Senior Advisor (Road Safety)
	Senior Designer (Road Safety)
	Manager (Passenger Transport Operations)
Queensland Police Service	Officer in Charge, Calliope Road Policing Unit

In the event of any of the above not being able to attend, the individual can nominate a representative to attend on their behalf (subject to protocols within their own organisation). This attendee must, however, be familiar with the TEAG meeting processes and business.

Advice of an alternate representative must be provided to the Secretariat at least 3 working days prior to the meeting.

The quorum for a meeting is as follows:

Organisation	Attendees
Gladstone Regional Council	1 Councillor
Gladstone Regional Council	1 Officer
Department of Transport and Main Roads	1 Officer
Queensland Police Service	1 Officer

Observers

Meetings of this Group are a technical forum and are not open to the general public.



Observers (from the Stakeholder organisations) are welcome to attend and contribute to meetings. Regular observers that will be invited to Group meetings are:

Organisation	Title
Gladstone Regional Council	Manager Asset Design
	Senior Engineer – Asset Solutions
	Manager Local Laws
Department of Transport and Main Roads	Senior Permit Officer
Queensland Police Service	Sergeant - Senior Traffic Officer, Calliope Road Policing Unit

Special Guests

Other organisations may be invited to a meeting by the Chairperson when the Chairperson considers that an agenda item is relative to the normal function of the respective organisation. Typically these organisations are:-

- Department of Education and Training
- Buslink
- Aurizon
- Queensland Rail
- Queensland Health (Active Transport)
- Queensland Ambulance Service
- Queensland Fire & Rescue Service
- RACQ
- Blue & White Taxis

Chair and Secretariat

Gladstone Regional Council's General Manager Strategic Asset Performance will be the Chairperson.

The Manager Engineering Asset Solutions (or delegate) will be the Chairperson in the absence of the General Manager Strategic Asset Performance.

The Secretariat will be provided by Gladstone Regional Council and will perform the following functions:

- Prepare agendas, business papers and invitations.
- Book meeting rooms and catering.
- Take minutes and keep action lists up to date.
- Undertake the general administration of the Group, including the preparation of the following (to be signed off by the Responsible Officer):
 - Distributing the meeting minutes and following through with the endorsement of the minutes.
 - Gladstone Regional Council Councillor updates prior to any changes being implemented.
 - State and Federal Member updates prior to any changes being implemented (if required).
 - Outgoing correspondence.
 - Media releases.
- Assist the Chairperson with the coordination and preparation of the technical matters brought before the Group.



Meetings

Frequency

In order to ensure timely reporting and actioning of issues and items, five (5) meetings will be scheduled to be held in a calendar year (typically in March, May, July, September, November), on dates to be determined by the Chairperson.

Meetings will only be held in cases where agenda items are properly identified.

Extra ordinary meetings can be undertaken when the Chairperson considers that such is necessary.

Venue

Meeting venue will nominally be Gladstone Regional Council's Calliope Office, 5 Don Cameron Drive, Calliope. Attendance in person is preferred, however remote access via Teams will be provided where requested.

If this venue is not available, advice of a substituted meeting venue will be provided to all members as soon as practicable, and at the latest, when the agenda is issued.

Site visits may be arranged by the Chairperson as required to assist in the understanding of agenda items and assist Group members to actively contribute to meetings.

Agenda

Notification of upcoming meetings will be provided a minimum of 14 days prior to the meeting.

Meeting papers are considered confidential and will be issued at least 7 days prior to the meeting date, and will include all advised agenda items, provided items are submitted with an appropriate report. All Gladstone Regional Council Councillors will be notified that the agenda is available for viewing electronically.

In the case of an urgent meeting the Chairperson will seek to give as much notice as possible and distribute agendas as soon as possible.

Telephone or email meetings may be arranged when agendas are small or where matters are urgent. The Chairperson will call such a meeting after a courtesy call to Group Members.

Agenda items may be put forward by any Group Member.

Meeting Procedure

Format of the meeting is:

- Welcome
- Record attendance and apologies
- Note the "Email Adopted" Minutes from the last meeting
- Seek endorsement for Terms of Reference amendments
- Review the status of Action Items from previous meetings
- Officer Reports
- New Discussion Items
- General Business



General Business Items

General Business will occur usually for the purpose of developing a future agenda item. Items provided prior to the meeting, with no report, will be discussed here.

Completed Items

All items raised either as a New Discussion item or General Business item will be allocated a reference number and will not be marked as completed (unless raised for information purposes only) until the following two (2) actions have occurred:-

- The work has been undertaken; or
- A specific funding allocation has been made (i.e. a long term financial plan or similar); and
- Correspondence has been exchanged notifying the requestor and/or affected property owners/residents of the outcome (if required).

Dormant Items

The TEAG can agree to transfer items documented in the Minutes under “New Discussion Items”, “General Business Items” or “Outstanding Items” to the “Dormant Items” section within the Minutes, if the item is unable to be marked as “completed” within six (6) months of the agreed action, in accordance with “Completed Items” (as above).

Transferring of these items can only be approved by the TEAG when:

- It has been identified that no further updates are required at the TEAG meeting until the action has been completed; and
- A review date has been allocated.

It will be the responsibility of the Secretariat to ensure the “Dormant Item” is raised at the TEAG meeting on or after the review date (whichever is sooner).

Once the “Dormant Item” action is completed, it can be removed from the Minutes.

Minutes

Minutes are considered confidential and will be generated and issued to attending members in draft format, within 7 days of a meeting concluding. Confirmation of the minutes will occur electronically within 14 days of the meeting.

No response by Group members who attended the meeting, in the stated time period (7 days) will be considered a deemed acceptance of the minutes as issued.

After the Minutes have been adopted by the TEAG, they will be distributed by the Secretariat to all stakeholder organisations.

All minutes will be made available to Councillors upon request and are to be recorded in Councils Record Keeping System, ECM, under file subject RD4.4. for consideration.



Funding

Expenses incurred by Group Members, Observers and Special Guests are to be met by their own organisation.

The Group has no direct access to funds.

Costs related to local government roads will be at the discretion of the General Manager Strategic Asset Performance in accordance with Gladstone Regional Council's policies and practices, and subject to the appropriate Council budget item having sufficient funds to undertake the works.

Costs related to recommendations/endorsements from the Traffic Environment Advisory Group for state controlled roads will be at the discretion of the District Director (Fitzroy) in accordance with the Department of Transport and Main Roads policies, practices, and funding.

Review

These Terms of Reference will be reviewed by the TEAG at least biennially or as required otherwise, and within six (6) months after a Council General election is determined.

The Terms of Reference will be updated (i.e. to correct grammar or position changes etc) as required by the Chairperson.



Amendment History

Date	Resolution No	Description
21 August 2012	G/12/1179	Terms of Reference adopted
14 March 2013	TEAC Meeting - Item No. T.1.13.6.1	Administrative Change
28 November 2013	TEAC Meeting	Administrative Change
13 March 2014	TEAC Meeting	Administrative Change
12 June 2014	TEAC Meeting	Administrative Change
05 March 2015	TEAC Meeting	Administrative Change
19 May 2015	G/15/2419	Terms of Reference amended
16 July 2015	TEAC Meeting	Administrative Change
3 March 2016	TEAC Meeting	Terms of Reference amended
5 May 2016	TEAC Meeting	Administrative Change
3 November 2016	TEAC Meeting	Administrative Change
2 March 2017	TEAC Meeting	Administrative Change
4 May 2017	TEAC Meeting	Administrative Change
18 June 2019	G/19/3808	Terms of Reference amended
7 December 2021	TBC	Terms of Reference amended

Addendum 2



27B / 33
Agnes
Street

ONGOING UN-RETAINED
EARTHWORKS ON
BOUNDARY

History of Events - 2008

- ▶ Brian Robertson contacts Council on Monday 28th July 2008 regards excavation on boundary. No work has progressed and concern regards slope and safety on the boundary
- ▶ Helen Robertson responds from the Council on Tuesday 29th July 2008 stating the owners and engineers are just completing a retaining wall and geotechnical review.
- ▶ 29th July 2008 Council issues 1st Enforcement notice which indicates a show cause issued in November 2007
- ▶ Helen Robertson sends email 9th October 2008 a compliance officer has now been employed and Council proceeding with this as priority

History of Events - 2009

- ▶ In 2009, Council approves an application for sub division of 27 Agnes Street to Peter & Meryl Corke – there is no design or approval for a retaining wall or operational works approved for excavation . This is approved even though there is a known issue with the lack of an operational permit and retaining wall related to this lot.
- ▶ In 2009 Further earthworks and approval of sub divisions occurring on 27 Agnes Street – no progress on the wall on the boundary to 33 Agnes (can be viewed on Goggle Earth images)
- ▶ 15th April 2009 – Brian contacts Helen Robertson for update, 24th April. Helen responds stating Council is pursuing Operational Works permit which should include design and retaining wall from Peter Corke. Compliance officer following up as priority

History of Events - 2010

- ▶ In 2010, Graeme Kanofski sends an email to Brian (2 November 2010) - states council have proceeded down the show cause and enforcement notice path. Council are committed to obtaining a result. Councils role is in relation to the illegal operational works that have been undertaken and not in relation encroachment. Encourages to contact Opus in reaching agreement with proposed plans.
- ▶ Brian Robertson contacts Opus to work on agreed design of retaining wall – so as not an encroachment issue.
- ▶ Opus designs wall and drafts letter to Brian for sign off (email 20 December 2010 - see also Opus letter). Brian sends email on same day stating ready to sign off - just wants to confirm the commencement date. The Opus engineer confirms that a retaining wall can be built safely and effectively resolves all issues.
- ▶ Stuart Macdonald (Opus engineer) writes to Meryl Corke (7 December 2010) and states that Peter Corke has issues with commencement dates. Looks at resolving issues before Christmas if all in agreement- no indication there is an issue with the engineered design.

History of Events - 2011

- ▶ Brian contacts Stuart Macdonald (13th January 2011) regards commencement date as keen to start own works in March (see development application to council Ref BP/4759/2011).
- ▶ Stuart contacts Meryl and Peter Corke regards having agreement and awaiting decision from them for commencement (19 January 2011)
- ▶ 8th July 2011 - Council issues **second enforcement notice** for unauthorised works and requests submission of operational works.
- ▶ Development Application was received by Council 17 August 2011 (acknowledged 6 September 2011) Ref - OPW/165/2011.
- ▶ Council sends Information Request to Corke asking for a deed of agreement regards the drawing submitted which shows the earth is to be cut into the neighbouring block. Notes that application process cannot commence until agreement occurs. The submitted drawing was Drawing 07G002 /203 drawn on 10/11/09 was **NOT** the drawing the Opus engineer had sent and agreed by Brian earlier in 2010.
- ▶ **Corke had incorrectly sent a different drawing instead of the agreed drawing from the Opus Engineer in 2010.**
- ▶ **Brian refuses to sign agreement - council assumes it is an encroachment issue.**

History of Events - 2014

- ▶ No action occurs in 2013 Brian submits complaint to Queensland Ombudsman regards Councils inability to progress the issues or take court action against Corke - 26 June 2014
- ▶ 21 July 2014 - After internal council review, letter is sent to Brian (Ref Mrs Hankinson: VH:GR2.2). Notes in the internal review periods of no action by council over the matter. **Notes that no action taken from May 2012 until current date in 2014.**
- ▶ Also notes that Brian is preventing the solution of a retaining wall due to refusing consent to access 33 Agnes Street and associated backfilling and encroachment.
- ▶ **Incorrectly states due to safety issues. Incorrectly states that due to no co-operation of the property owners that the matter will remain unresolved** (Note - there was an agreed engineered solution by the Opus engineer in 2010 and agreed by Corkes).

History of Events - 2014

- ▶ At no stage did the Council internal review persons contact Brian and discuss the issues regards the retaining wall and the drawings agreed to in 2010 which could have been constructed safely.
- ▶ In August 2014 Brian complains to the Queensland Ombudsman regards the internal council review. Queensland Ombudsman writes to Brian (27 August 2014 Ref 2014/07043) to state after review Council has agreed to contact both landowners to resolve operational works and encroachment issues.
- ▶ 10 September 2014 - Ian Munro sends letter to Brian (Ref DB1.8/tjs) States that Council will contact both landowners to discuss agreements to what operational works can be conducted to resolve the issues.
- ▶ 30th September 2014 - Brian attends meeting at GRC Calliope to discuss issues regards the work and way forward.
- ▶ 8 October 2014 - Ian Munro sends letter to Brian (Ref DB1.8:MC) regards in attending the meeting at GRC Calliope. In the letter it also states that Brian agrees to the sketch SD-080710-01 **by Opus engineer in 2010. Also states that Council is continuing to try to contact the legal owners of 27A.**
- ▶ 17th October - Council issues another Show Cause notice to Mr and Mrs Corke.

History of Events - 2015

- ▶ Mark Cochrane – Senior Technical Advisor on the Council investigates options. Sends email to Brian Robertson that after investigation of options best way forward is actually the Opus design from 2010.
- ▶ 16th April 2015 - Council sends a letter to Brian (ref DB1.8:MC) from Ian Munro (Manager Technical Services) in which states they (the Council) have contacted the Loan Provider in which they have -
 - Outlined the process for rectification of the works and the need for an Operational Works application and a structural design approved by RPEQ
 - Outlined that re-instatement of boundary is non-negotiable
 - Outlined several options for construction of a retaining wall and included estimates. Also included drawing from Opus. - Outlined restrictions to the site
- ▶ 15 June 2015 - Council issues **3rd enforcement notice** to owners
- ▶ 2 July 2015 - Council notes administrative errors in above notice and **re-issues the enforcement notice for a 4th time.**

History of Events – 2016 / 2017/2018

- ▶ 22 March 2016 - Council issues **5th Enforcement notice** to 27B Agnes Street (previous enforcements as 27A)
- ▶ 12 January 2018 - Council issues **6th Enforcement Notice** under the Planning Act 2016. Enforcement notice also recognises the new Gladstone Planning Scheme in which the new codes apply – including Steep Overlay codes.
- ▶ 26th February 2018 - David and Meryl Corke do not reply to the enforcement notice.
- ▶ 13 March 2018 - Council and MRH Lawyers attends Planning and Environment Court (No 919 of 2018) in response to Enforcement notice issued on 12 January 2018.
- ▶ 13 April 2018 - Order from Her Honour Judge Kefford for parties to attend mediation before 4 May 2018.

History of Events – 2018

- ▶ 10 May 2018 - Council has mediation with Mr Corke. Corke expresses interest in selling to Council legal representative for \$1.00. Planning and Environment court register contacts Brian to discuss intentions of the neighbouring lot. Brian states just want it fixed so he can sell and move on. Option also presented to Brian that Council purchase the lot and amalgamate the lots and Council builds required retaining walls cost effectively and enhance lots for future sale. Councils cost deducted from sale and remaining money go to Brian (interest expressed in this option).
- ▶ August 17th 2018 – Emma Hamilton (Council) sends email that states – ‘We (Council) believe that the works that have occurred could potentially cause a safety risk to persons, the environment, and or property. As such, Council are intending to purchase and install temporary fencing (and signage) to ensure no unauthorised entry on to your property to avoid potential risks, until such time the matter is rectified and both properties are made safe.’
- ▶ **August 2018 - Council enters Brian's property and erects temporary fencing due to concern with safety of the wall.**

History of Events – 2019

- ▶ 15th January - Brian meets with Council Mayor Matt Burnett and CEO Leisa Dowling. During meeting Brian is told **Court proceedings are underway and will be resolved in court**. Ms Dowling states that she will investigate the matter and follow up in 6 weeks.
- ▶ 5 February 2019 - Brian attends General Council meeting and airs concerns with the long ongoing issues regards the illegal activity of Corkes and the mental and financial impact it is having.
- ▶ 19 February 2019 - Report presented (File Ref DB2.6) on Council options to rectify unlawful earthworks on 27B (previously 27A) and 33 Agnes Street. Report outlines the safety and instability risk.
- ▶ Four options are presented -
 - Option 1 - Build Retaining wall on the Boundary - \$280,000
 - Option 2 - Re-instate 33 Agnes Street with Bulk Earthworks - \$230,000
 - Option 3 - Cut from 33 Agnes Street to Re-instate 27B Agnes Street - \$340,000
 - Option 4 - Undertake Rates Arrears Sale process (against a rate arrears of \$9271.86)

History of Events – 2019 / 2020

- ▶ Council meeting votes for option 4 – Sale rates arrears – against the officers recommendation of the report to progress in line with mediation to date which requires acquiring the lot and undertaking the works.
- ▶ 28 March 2018 - Email from Bernadette Le Grand recommends Council not proceed with Court as unlikely to be successfully enforced. Estimates \$60k for legal expenses.
- ▶ 11 April 2019 - Council discontinues proceeding against Corkes.
- ▶ 9th March 2020 - After an email to Bernadette regards the issues surrounding my fathers property I seek a mediation session with Bernadette.
- ▶ Timeline of events provided. After the meeting it is agreed that Bernadette will contact us in regards to information of a draft letter to the valuer and timing of the auction 'within a couple of weeks'. This in regards to my concern that the selling of the land under rates arrears will not result in another developer purchasing the land and not building the required retaining wall. I also point out that in this case the Council would still need to issue an enforcement notice with relation to the Gladstone Planning Scheme and Building Act for building of a retaining wall to the purchaser if not built. At this time I also make Bernadette aware that the issue is not one of encroachment as in fact my father had agreed to a retaining wall by the developer and developers engineer as per a sketch drawing sent by the Opus engineer. This had already been discussed by my father and the Council in October 2014 after the Qld Ombudsman requested Council to investigate the issue after last stating it was civil encroachment issue.

History of Events – 2020

- ▶ 22nd May 2020 11.30am - Meeting with Bernadette, Matt Burnett and Kahn Goodluck occurs. During this meeting I am told the following -
 1. Bernadette states that ***no retaining wall is required*** as per a report recently conducted by a surveyor. Also states that ***in her opinion it is not a safety issue.***
 2. Bernadette incorrectly states the issue is encroachment - even though this issued had been resolved with Qld Ombudsman involvement in 2014.
 3. Bernadette states that the auction will now no longer go ahead - even though restrictions for auctions are now lifted in Qld (due to Covid).
 4. States an offer that the Council will take a further 1.3m (increased to 2m in actual offer) from Brian's boundary and build a wooden paling fence - no compensation offered to my father.
 5. The drawing sketch by Opus cannot be used and would not be able to be built.
- ▶ After the meeting I send an email requesting the report and information that details why a retaining wall is not required to be built and if sent we would agree to the above offer. No such report or information is sent.

History of Events – 2020

- ▶ After the meeting we have a Geotechnical report completed. The report states that there is a risk of the boundary wall further degrading and is a safety risk.
- ▶ Another report is completed regards the financial impact of not having a retaining wall on the boundary
- ▶ Engineering Qld engaged to review Opus drawing – states wall can be built and in fact they were engaged on initial review with Mark Cochrane (Council) in 2015 on site.
- ▶ 10th July – I email Matt Burnett, Kahn Goodluck and Bernadette Le Grande regards rejection of offer and that I will be following up administrative review based on misinformation from the meeting in which Bernadette responds –

‘Just to confirm, I did not at any time say I had a written engineer report saying retaining wall was not required. I advised that I had been told this, based on the identification survey (which I provided to you) and the surveyor's advice re slope of embankment. I will review the balance of your email when I have time.’

History of Events – 2020

- ▶ Administrative Action complaint is lodged regards the discussions at the meeting with the Mayor, Deputy Mayor and Senior Legal and discussions begin with Tanya Whalley – Manager Governance (Acting)
- ▶ On 30th September I receive a phone call in the afternoon from Tanya. During that call we discuss specifically the requirement for a retaining wall, in which I ask is a retaining wall required – and Tanya states yes it is required during that phone call.
- ▶ On the 13th October we receive correspondence (Reference TLW) backdated to 9th August 2020.
- ▶ Main part reads – ‘Advice was given on the basis that the Building Code does not require the construction of a retaining wall where a slope ratio does not exceed 8:1, the excavation commences at the allotment boundary and there are no buildings or structures on the adjoining allotment within 3 m of the allotment boundary adjacent to the excavation. ‘

History of Events – 2021

- ▶ The problem is that the Building Code does not state this. It in fact states that unprotected embankments cannot be more than 2m in height. This is in fact also seen in Bernadette’s follow up letter (Reference: ECM 5001779 blg) at the request of the Queensland Ombudsman where it has been screenshot into the response.
- ▶ See table 3.1.1.1 where it states H is less than 2m. This graph has been in the previous editions of Building Codes.
- ▶ See the current building code as it is today (2019 edition)–
3.1.1.1 Un-retained bulk earthworks — site cut
A site cut using an un-retained embankment must be—
(a) within the allotment; **and**
(b) not within the zone of influence of any existing structure on the property, **or** the allotment boundary as defined in Table 3.1.1.1 and Figure 3.1.1.1 a; **and**
(c) ***not deeper than 2 m from the natural ground level at any point.***

History of Events – 2021

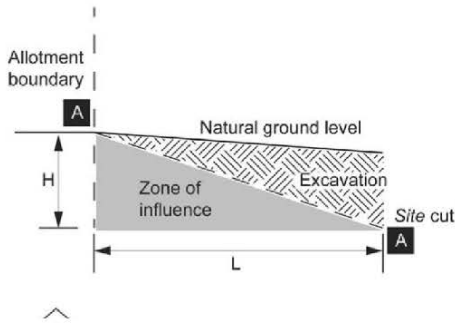


Table 3.1.1.1 Un-retained embankment slope ratios

Soil class (see Part 3.2.4 for material description)	Site cut (excavation) (maximum embankment slope ratio, angle of site cut H:L ^{Note 1})	Compacted fill (maximum embankment slope ratio, angle of batter H:L ^{Note 1})
Stable rock (Class A)	8:1	2:3
Sand (Class A)	1:2	1:2
Firm clay (Class M-E)	1:1	1:2
Soft clay (Class M-E)	2:3	Not suitable

Notes to Table 3.1.1.1:

- See Figure 3.1.1.1 for some examples of un-retained embankment slopes.
- Retaining walls must be installed in accordance with Part 3.1.2 where—
 - the embankment slope is steeper than described in this Table; or
 - the soil type is not described in this Table.

H cannot be more than 2m! Otherwise requirement for Earth Retaining Structure designed and constructed as per AS4678 – Earth-retaining structures.

History of Events – 2021

Table 3.1.1.1 UNPROTECTED EMBANKMENTS

Notes: For the purposes of this Table:

- Retaining walls or other types of soil retaining methods must be installed where—
 - the slope ratio is more than that described in Table 3.1.1.1; or
 - the soil type is not described in this Table.
- Embankments that are to be left exposed at the end of the construction works must be stabilised by vegetation or similar works to prevent soil erosion.

SOIL TYPE (*see Part 3.2.4 for material description)	EMBANKMENT SLOPES H:L	
	Compacted fill (see Part 3.2)	Cut
Stable rock (A*)	2:3	8:1
Sand (A*)	1:2	1:2
Silt (P*)	1:4	1:4
Clay	Firm clay	1:2
	Soft clay	Not suitable
Soft soils (P*)	Not suitable	Not suitable

Note – this is a screenshot of the reference made by the Senior Legal advisor as to why a retaining wall may not be required as per the previous building code referred in responses.

Note that under neath the Cut section is the following –

H(eight) = less than 2m

The survey conducted by the Council clearly shows that the unprotected embankment is higher than 2m across the boundary.

History of Events – 2021

Gladstone Planning Scheme – 8.2.12 – Operational works

Performance outcomes	Acceptable outcomes
Earthworks	
PO1 Earthworks are undertaken in a manner that: <ul style="list-style-type: none"> a. produces stable landforms and structures b. maintains natural landforms c. minimises height of retaining walls and batter faces d. does not unduly impact on the amenity or privacy for occupants of the site or on adjoining land, and e. does not unduly impact on the amenity of the streetscape. 	AO1.1 Earthworks and retaining walls comply with the Engineering Design Planning Scheme Policy .
	AO1.2 Retaining walls are certified by a Registered Professional Engineer of Queensland.
	AO1.3 The extent of filling or excavation with a depth of 200mm or greater does not exceed 40% of the site.
	AO1.4 Excavating or filling is no greater than 1m, and height or depth and the combined height of retaining walls and fences does not exceed 2m.

AO1.5 Soil to be used for filling if stockpiled for more than 1 month is stabilised and grassed.
AO1.6 Retaining walls are set back from any boundary and are stepped or terraced so that landscaping can soften the visual impact.

History of Events – 2021

Gladstone Planning Scheme – 8.2.12 – Steep Land code

Performance outcomes	Acceptable outcomes
General	
PO1 Development: <ul style="list-style-type: none"> a. ensures people and property are protected from landslide hazard originating from inside or external to the site b. ensures the long term stability of the land c. ensures access is not at risk from being permanently impeded by a landslide event d. does not increase the risk of landslide to adjoining properties, and e. incorporates appropriate building types and structures that minimise disturbance to the land. Note – To achieve compliance with this performance outcome, a Geotechnical Report can be prepared and certified by a RPEQ in accordance with the Landslide Risk Management – Australian Geomechanics Journal.	AO1.1 Development is not located on that part of the land identified on the Steep land overlay.
	OR
	AO1.2 Where development is located on land identified on the Steep land overlay, a site-specific geotechnical report is provided that certifies: <ul style="list-style-type: none"> a. the stability of the site, including associated buildings and infrastructure, will be maintained during both the construction and operational life of the development; b. the site is not subject to risk of landslide activity originating from other land, including land above the site; and c. the development will not increase the risk of landslide on the other land. Note – The Geotechnical Report is to be certified by a RPEQ in accordance with the Landslide Risk Management – Australian Geomechanics Journal.

PO3 Earthworks: <ul style="list-style-type: none"> a. minimises disturbance to the natural contours of the site and adjoining properties, and b. do not increase the risk of landslide inside or external to the site. 	AO3.1 Earthworks do not: <ul style="list-style-type: none"> a. change the ground level more than 1m at any point b. occur within 1.5m of any property boundary, and c. result in retaining walls located within 3m of a property boundary, other than where retaining walls are less than 1m in height on a continuous vertical plane.
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History of Events – 2021

- ▶ As of this year (now 13 years since first reported by Brian) there have been 6 Enforcement notices, no court action (withdrawn by Council), an unsuccessful attempt to sell under rates arrears, at best - mis-informed information (at worst – false information) provided by Council persons, statements against Brian implicating issues are his fault, and no action taken to rectify a clear non-compliance to the Gladstone Planning Scheme, a Building and Planning Act breach and clearly also a Building Code violation.
- ▶ Safety fencing is still in place on 27B and 33 Agnes Street
- ▶ Rates have still been charged (and paid) by 33 Agnes Street
- ▶ Unable to perform any activity as heavy excavation would be required on the boundary – **but with no timeline of when!**
- ▶ **No commitment after arrears sale that wall will actually even be built or enforced to the new owner by Council.**
- ▶ **Currently advertising the sale of 27B Agnes at \$45k – with the unapproved OPUS drawings for the site attached showing the incorrect retaining wall from back in 2011 and that it's a dispute with adjoining owner!**



Addendum 3



GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE TERMS OF REFERENCE

1.0 Background

- 1.1 Gladstone Regional Council is committed to creating lasting and meaningful relationships that encourage, promote and enhance the Sister City relationship between the Gladstone Region and Saiki City, Japan.
- 1.2 The Gladstone Saiki Sister City Advisory Committee was first established by resolution of Gladstone City Council on the 20th October 1997.
- 1.3 The Gladstone Saiki Sister City Advisory Committee is established as an Advisory Committee to Gladstone Regional Council under the *Local Government Regulation 2012*, ss. 264-265.

2.0 Purpose

- 2.1 The purpose of the Gladstone Saiki Sister City Advisory Committee is to provide Gladstone Regional Council with strategic advice and support on ways and means to enhance the sister city relationship and program.

3.0 Objectives

- 3.1 The Gladstone Saiki Sister City Advisory Committee will actively undertake the facilitation and organisation of arts, cultural, social and recreational exchanges and activities with the objective of nurturing and fostering the sister city relationship, celebrating diversity within the Gladstone Region and creating a more connected community.
- 3.2 Raise awareness of the Gladstone Saiki Sister City Advisory Committee.
- 3.3 Encourage, promote and enhance the Sister City relationship between the Gladstone Region and Saiki City.

4.0 Membership

- 4.1 Membership of the Committee shall consist of:

Voting Members – Executive Committee:

- One (1) Committee President
- A minimum of four (4) community members referred to as ordinary members
- One (1) Gladstone Region Youth Council Member as nominated by the Gladstone Region Youth Council.
- A Councillor or Councillors, if deemed appropriate, by resolution of Council.



Non-Voting Ex-Officio Representatives:

- One (1) Committee Secretary, which will be an employee of Gladstone Regional Council
- One (1) representative from Gladstone Regional Councils Art Gallery & Museum, which will be an employee of Gladstone Regional Council (or in extenuating circumstances a volunteer may stand in)
- **One (1) representative from the Gladstone Tondoon Botanic Gardens which will be an employee of Gladstone Regional Council**
- The Mayor may also attend meetings when available to do so.

4.2 The Committee has the right to request Council to increase or decrease the Committee membership at any time through the Committee's secretariat.

5.0 Role of Members

5.1 Members of the Gladstone Saiki Sister City Advisory Committee will fulfill their role by:

- Attending meetings and making a commitment to actively contribute to the activities of the Committee.
- Providing informal advice and formal recommendations to Council and Council officers on how best to nurture the Sister City relationship.
- Providing informal advice and formal recommendations to Council on the development of new policies, strategies and activities using a cultural lens.

6.0 Terms and Method of Membership Nomination and Appointment

6.1 Nomination for appointment to the Gladstone Saiki Sister City Advisory Committee will be called through an expression of interest process and reviewed by an internal Council selection panel of three council officers. The selection panel will make a recommendation to Council on the successful candidates.

6.2 Appointments to the committee will be for a period of 12 months.

6.3 All appointments will be determined by Council resolution.

6.4 If a member does not attend at least three meetings (half the minimum number of meetings to be held per year) without prior notification, their position may be considered vacant.

6.5 Members may resign at any time by written notice to Council.

7.0 Replacement of Members

7.1 If a member resigns within six months of appointment, the selection panel will reconvene and select a replacement from candidates that submitted an expression of interest from the most recent application round and make a recommendation on appointment to Council.



- 7.2 If a suitable replacement is not available from the previous application round, an expression of interest process may be initiated.
- 7.3 If a member resigns within six months of the end of their term, they may not be replaced until the next scheduled expression of interest cycle.
- 7.4 Members may be replaced at any time by resolution of Council.

8.0 Meetings and Voting

- 8.1 The Gladstone Saiki Sister City Advisory Committee will meet a minimum of six times per annum, with meeting dates set at its Annual General Meeting held in November each year, with the first meeting of the new membership cycle in February each year.
- 8.2 Dates and times of all meeting will be published ~~once a year in a local newspaper and~~ on Gladstone Regional Council's website ~~and displayed in Council's main public office at 101 Goonoon Street Gladstone.~~
- 8.3 Should a change in meeting date and/or time be required Council must be notified of changes which will be ~~publicly notified in accordance with Section 8.2. advertised.~~
- 8.4 Members unable to attend a scheduled meeting are required to notify the President or the Gladstone Regional Council secretariat prior to the meeting.
- 8.5 Council will provide secretariat services to the Committee.
- 8.6 Other Council staff whose work complements the work of the Committee may be invited to attend meetings on an as needs basis in an ex-officio capacity.
- 8.7 Where specialist advice is required on a specific issue and the expertise is not available within the Advisory Committee, suitable stakeholder representatives will be invited to attend meetings (as an ex-officio representative) on an as needs basis.
- 8.8 A quorum of voting members is required for a meeting to take place, with a quorum being a majority of members, or if the number of members is an even number, one half of the number of members.
- 8.9 If a voting member is unable to attend proxy votes will be accepted provided members have completed a proxy delegate form.
- 8.10 Voting at a meeting must be open and a question is decided by a majority of the votes of members present.
- 8.11 Each member present has a vote on each question to be decided, and if the votes are equal, the President or presiding member has the casting vote. If a member fails to vote, the member is taken to have voted in the negative.



8.12 All meetings are open to the public unless closed under the provisions of Section 275 of the *Local Government Act 2009*.

8.13 Meetings will be presided over by the President of the Committee, or in the absence of the President, other Committee Member as nominated by the Committee (presiding member).

9.0 Meeting Minutes and Procedural Matters

9.1 The minutes of Committee remain the property of Gladstone Regional Council and Council Officers will ensure that they are prepared, managed and made available to the public in accordance with legislative and corporate requirements.

9.2 Council does not require the minutes of the Committee to be presented to a General Meeting of Council.

9.3 In conducting meetings of the Committee, Council Officers will ensure that Committee Members and others in attendance are made aware of and provided with relevant advice relating to meeting procedural matters contained in the *Local Government Act 2009* and *Local Government Regulation 2012* as they relate to Advisory Committees to ensure that the Committee remains compliant with its legislative obligations.

10.0 President's (or delegated presiding member) Responsibilities

The President will:

10.1 Formally declare the meeting open, after ascertaining that a quorum is present, welcome guest speakers and visitors.

10.2 Preside over and facilitate the meeting and conduct it impartially according to the Terms of Reference.

10.3 Ensure debates are conducted in a respectful, collaborative and culturally appropriate way.

10.4 Declare results of all votes.

10.5 Ensure the opportunity for members to declare conflicts of interest at the beginning of each meeting or during the meeting.

10.6 Adjourn (when so resolved) or formally declare the meeting closed when business has concluded.

11.0 Non-Members

11.1 Non-Members of the committee are encouraged to attend meetings and participate in discussion unless the meeting is closed under the provisions of Section 275 of the *Local Government Act 2009*.

11.2 The Committee reserves the right to limit the participation of non-members in meeting



discussions where it is deemed appropriate or necessary.

11.3 Non-members are not able to propose recommendations and have no voting rights.

12.0 Delegations

12.1 Council will provide funding in its annual budget for sister city activities and will retain control of finances, accounting and administration of those funds. The Committee is delegated the authority to decide how those allocated funds will be apportioned to the activities budgeted for in the financial year.

13.0 Reporting and Accountability

13.1 Any Committee requests, recommendations and/or advices will be presented to Council via a Council Officer Report.

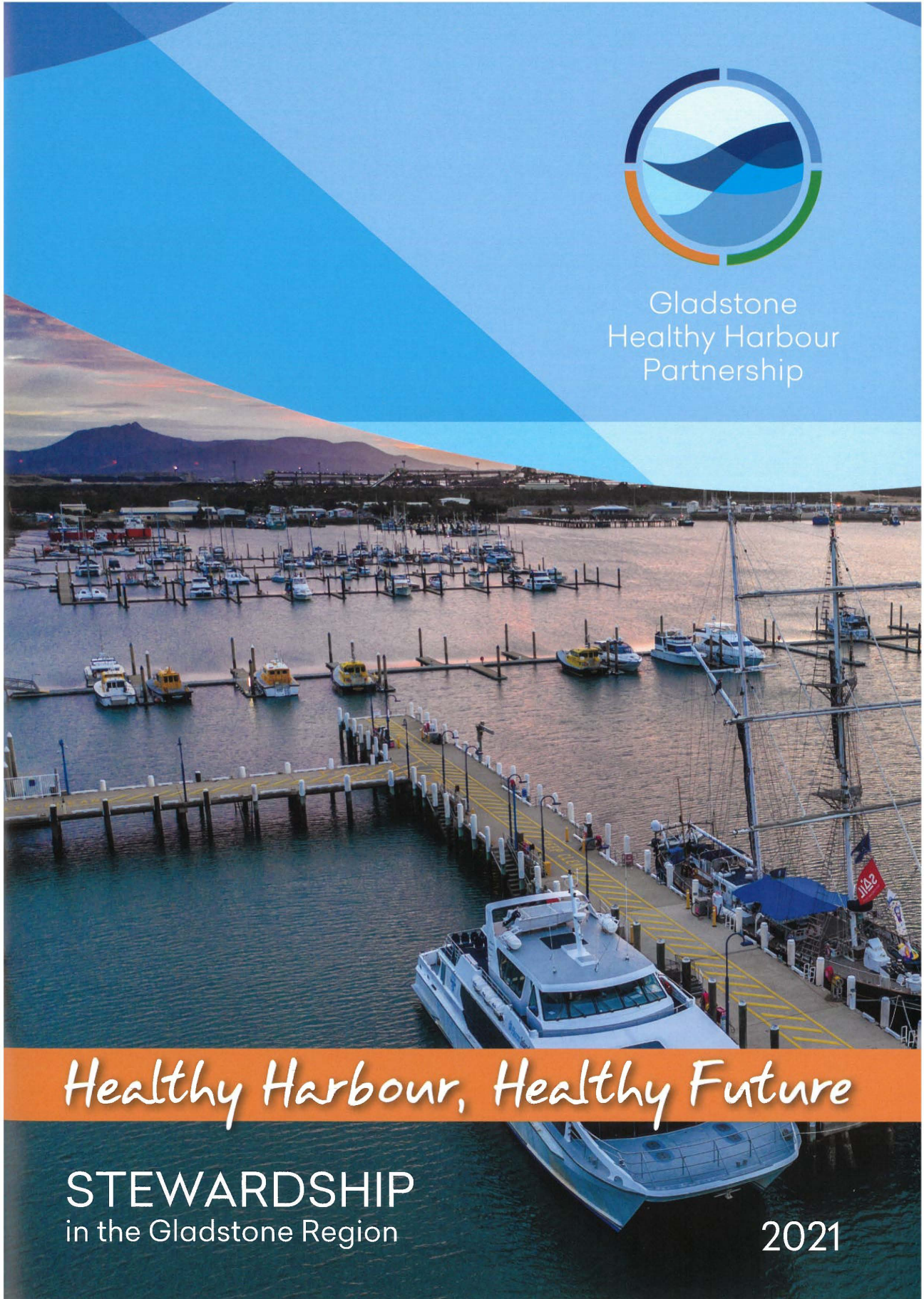
13.2 Council will provide support to the Committee with communication, promotional activities and maintenance of the Gladstone Region Saiki Sister City Program website.

13.3 The President of the Committee will prepare and provide a written Annual Report to the Committee's Annual General Meeting which will also be presented to Council at a General Meeting, outlining the Committee's activities, achievements, notable challenges, foreseeable opportunities and any proposed plans for the coming or future years.

Adopted: General Meeting *insert date*

DRAFT

Addendum 4



Gladstone
Healthy Harbour
Partnership

Healthy Harbour, Healthy Future

STEWARDSHIP
in the Gladstone Region

2021



Contents

THIS DOCUMENT is a collection of local Stewardship activities, demonstrating what has been achieved, over the past year, to contribute to the continuing good health of the Gladstone Harbour. The Harbour's health is assessed annually by an Independent Science Panel through the Gladstone Healthy Harbour Partnership's (GHHP) Report Card.

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THE RICHNESS OF GLADSTONE HARBOUR AND ITS

Healthy Partnership



Besides being Queensland's largest multi-commodity port, Gladstone Harbour is rich in marine resources, from fish and coral to seagrass and tidal wetlands part of which creates a stunning natural beauty. The Gladstone Healthy Harbour Partnership (GHHP) was formed in 2013 to value and support the survival and restoration of the ecosystem. This Partnership between government, industry, research organisations and community groups independently monitors and reports on the continuing health of Gladstone Harbour. GHHP released its first annual Report Card in 2014.

The Report Card continues to monitor and report on the environmental, social, cultural and economic health of the harbour, through an annual set of scores and grades, across these four spheres. The data underpinning the scores in the Report Card is assessed by an Independent Science Panel before it is released. Through the GHHP's Report Card, community and industry alike can access the results of all this scientific expertise. GHHP is grateful for the input and support from its Partners in producing a robust Report Card that is trusted by the community.

GHHP has compiled this Stewardship Report in the hopes that you enjoy learning more about the works of our Partners and local community groups.

Professor Iain Gordon

GHHP Independent Chair

As a Partnership, GHHP incorporates government, industry, research groups and the community with the shared goals of:

1. Independently monitoring and reporting on the continuing health of the harbour - environmentally, socially, economically and culturally;
2. Identifying opportunities, based on rigorous science and strong stakeholder engagement, to assist in future decisions and improve where necessary;
3. Releasing an annual report card.



Queensland Government

Department of Environment and Science

Building Capacity for Erosion & Sediment Control & Urban Stormwater Management

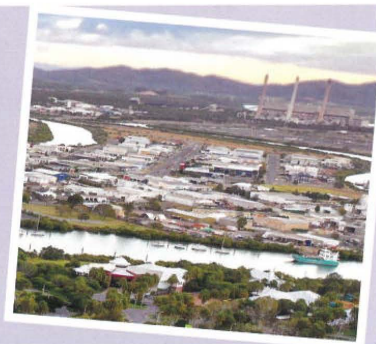
WHEN POOR QUALITY WATER FLOWS FROM THE LAND TO THE GREAT BARRIER REEF IT NEGATIVELY IMPACTS THE ENTIRE ECOSYSTEM.

The issues of erosion and sediment have a widespread effect. Erosion is the process of rock, soil and sediment being carried downstream by the power of a river. Increased erosion strips our land of valuable topsoil and fills our rivers and oceans with unwanted elements, decreasing water quality.

Sediment clouds the water and blocks sunlight from reaching the photosynthetic algae that gives coral its vibrant colours. The algae depends on the sun to survive. Sediment can also kill or damage seagrasses which need the sun to survive, and are important food for mammals and fish.

PROGRAM FOR GLADSTONE

To oversee, fund and manage this issue over the last four years, the Queensland Government's Department of Environment and Science (DES) Office of the Great Barrier Reef has established the Erosion & Sediment Control and Urban Stormwater Capacity Building Program. This program will assist with building capacity of council staff located within the Great Barrier Reef catchment, including those in Gladstone, to assess and manage erosion and sediment control in their urban environment, in order to reduce sediment loads entering waterways and the adjacent Great Barrier Reef and associated local waterways.



At present, the program is being led on the ground by Healthy Land and Water – Water by Design (HLW), who are recognised as leaders in erosion and sediment control and urban stormwater management. Some of the recent highlights of the Erosion & Sediment Control and Urban Stormwater Capacity Building Program for the Gladstone region include:

- ▶ A Gladstone Urban Stormwater Capacity Building workshop in June 2020, attended by 54 Gladstone Regional Council Officers to support the adoption of water sensitive development and stormwater management practices.
- ▶ A Gladstone Erosion & Sediment Control regulatory and compliance capacity building workshop in December 2020, to enable Gladstone Regional Council staff to undertake Erosion & Sediment Control enforcement actions on house construction and larger civil sites, land development and linear infrastructure.
- ▶ The 2020 Agnes Waters Co-Design Project, developing a proposal for an exemplar waterway activation project co-designed with the community.

The Gladstone Regional Council has adopted the Office of the Great Barrier Reef's policy that will assist in Erosion & Sediment Control and Urban Stormwater Capacity Building.

Gladstone Regional Council

Urban Water Stewardship Assessment

Based on the Urban Water Stewardship Framework (UWSF) assessment process, Gladstone Regional Council's (GRC) overall level of urban water management practice was rated a C.

Figure 1. Individual result highlights:

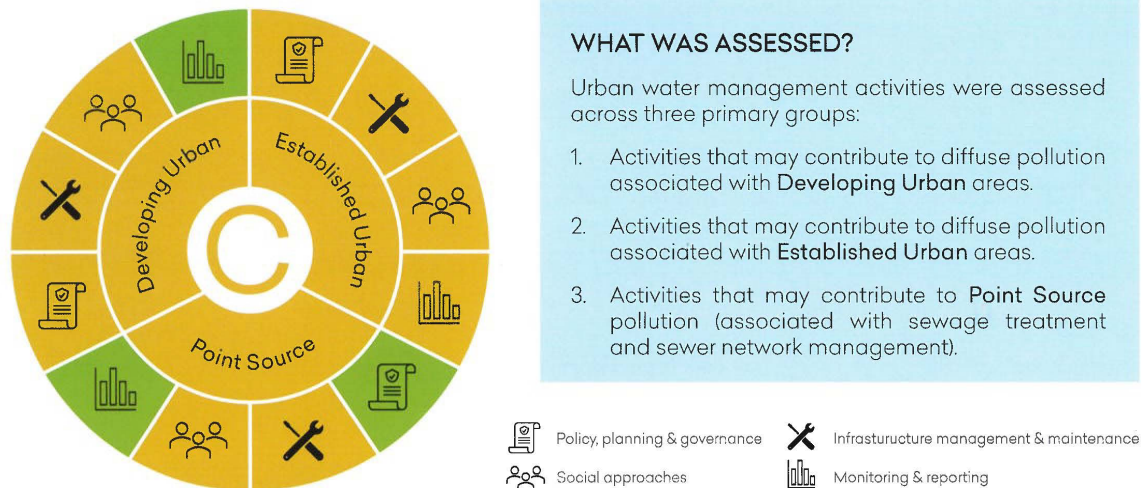


Table 1. Score and criteria for assessing the Urban Water Stewardship:

Rating	Category	Score	Water Quality Risk Level
A	Above best practice performance	> 17.5	Very Low
B	Current best practice performance	12.5 - 17.4	Low
C	Current minimum standard	5.1 - 12.4	Moderate
D	Superseded or out of date standards	0 - 5.0	High

The overall rating for Urban Water Stewardship was a C, with all three framework components also receiving a C rating (Figure 1). This represents a level of practice that is in line with current minimum standards (i.e. meets regulatory requirements and / or is consistent with current industry standard practice) and equates to a moderate risk to water quality.

The results achieved in 2020-21 are generally consistent with the current level of urban water management practice being achieved to diffuse urban pollution across the central region of the Great Barrier Reef catchment. Point Source pollution management scored particularly well and received B's for the Policy, Planning and Governance and Monitoring and Reporting management activity groups. In addition, almost 90% of treated sewage goes to beneficial reuse, instead of being discharged to local waterways, thereby reducing the risk of impact from nutrient pollution.

Developing Urban was rated C overall, but received a B for the Monitoring, Evaluation, Reporting and Improvement activity group within this component. Established Urban was also rated a C, but this is expected to improve when the current stormwater management plan is reviewed and updated.

Gladstone Regional Council is contributing to the Reef 2050 Water Quality Improvement Plan and Paddock to Reef Integrated Monitoring, Modelling and Reporting Program (Paddock to Reef program) strategies by working to implement improvements and strategies identified in the Urban Water Stewardship Assessment with a reassessment to be done in 2023.



The Office of the Great Barrier Reef led the development of the Urban Water Stewardship Framework (UWSF) - a system for benchmarking and reporting on the level of management practice being applied to aspects of urban water management linked to erosion control during construction, stormwater management and wastewater management.

The UWSF is a tool for classifying and assessing a council's urban water management activities against best practice and legislative standards. It covers urban water management activities primarily relevant to local governments.

This framework was developed over a three-year period having significant input from councils and industry, with a key objective of providing report card partnerships with a new management practice (stewardship) assessment metric for reporting against.

After approval for use by the Independent Science Panel, the UWSF has been applied for the first time in the GHHP region.

THE ASSESSMENT PROCESS COLLECTIVELY ENGAGED SEVERAL SECTIONS WITHIN GLADSTONE REGIONAL COUNCIL, PROVIDING A FANTASTIC OPPORTUNITY FOR COLLABORATION AND KNOWLEDGE SHARING.

While the primary function of the framework is an assessment and reporting tool, real improvements in management practices and associated water quality outcomes can only occur if areas of opportunity for management practice improvement (as identified during the assessment process) are discussed amongst local urban water managers.



The Urban Water Stewardship Framework assessment and reporting will be done every two years, with a review and update done every five years.

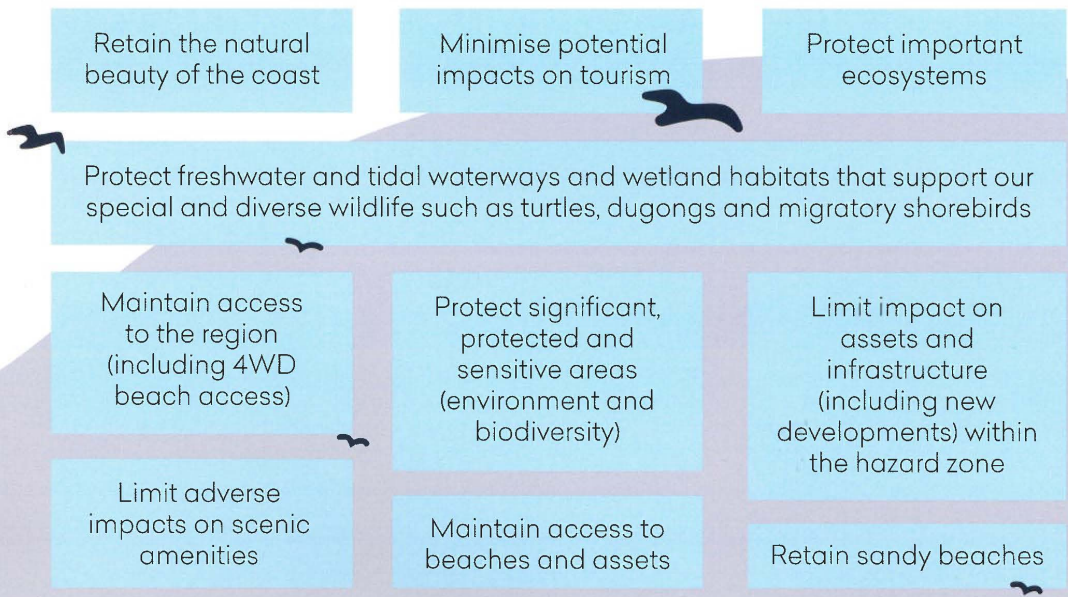


What are the coastal hazards on the Gladstone Region’s coastline and how do we plan to manage, and where possible, reduce these impacts on our coast and communities?

HOW WILL COASTAL HAZARDS INCREASE DUE TO CLIMATE CHANGE?

In addressing these issues, Gladstone Regional Council has developed a long-term strategic plan aptly named Our Coast. Our Future. - Coastal Hazard Adaptation Strategy (CHAS). Through this process, GRC asked people to share their knowledge on coastal values, threats and experiences to determine the objectives of the Strategy.

THIS INFORMATION WENT TOWARDS DEVELOPING THE FOLLOWING OBJECTIVES:



Images supplied by Gladstone Regional Council



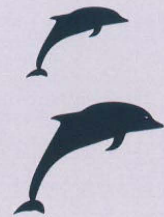
Adapting to coastal hazards is a shared responsibility for all in the Gladstone region. GRC's objectives will be implemented progressively and Council will continue to seek opportunities to work together as this adaptation journey continues because it really is *Our Coast. Our Future.*

Gladstone Ports Corporation

Facing Island Environmental Management

Facing Island is situated within the Great Barrier Reef World Heritage Area (GBRWHA) and includes many local attributes and environmental values that contribute to the Outstanding Universal Value of the GBRWHA. These include terrestrial and marine environmental values of national and state significance that are also recognised under Queensland and Australian legislation.

Facing Island also has important nearshore and coastal environments including intertidal and subtidal habitats such as tidal saltmarshes, mangroves, salt pans, mudflats, reef communities and seagrass meadows. These environments provide important habitats and / or food resources for a range of marine animals, including *Environment Protection and Biodiversity Conservation Act 1999* listed species such as dugongs, inshore dolphins, marine turtles and migratory shorebirds, as well as resident shorebirds, fish and crustaceans.



THE ISLAND HAS SIGNIFICANT INDIGENOUS AND EUROPEAN CULTURAL RELEVANCE AND IS USED FOR VARIOUS RECREATIONAL PURPOSES BY GLADSTONE AND DISTRICT RESIDENTS.

Gladstone Ports Corporation (GPC) is the trustee, regulator and manager of Strategic Port Land on Facing Island due to its position protecting the harbour. It is through this role that GPC is required to manage any potential impacts from development to the environmental, cultural and social values of the island. The Port of Gladstone has been identified as a Priority Port under the *Sustainable Ports Development Act 2015*.

As trustee of Facing Island, GPC is active in a number of programs on the island. These include pest flora and fauna management, flora and fauna surveys, cultural heritage surveys, land management, marine debris collections and turtle and shorebird monitoring. GPC also regularly engages with the Facing Island community through forums and email communications.

This is an ongoing commitment for GPC, as trustee of Facing Island, which has had the following outcomes:

- ▶ Potential impacts (direct, indirect and cumulative) are managed effectively.
- ▶ Environmental, cultural and social values are maintained on Facing Island.
- ▶ GPC's knowledge of the environmental, cultural and social values on Facing Island is enhanced.
- ▶ The Facing Island community is engaged.





With the first sod being turned in June 2019 and completed in August 2020, GPC expanded their award-winning recreational waterfront precinct, East Shores, to continue to provide the community with greater access to the waterfront through the provision of parklands and community infrastructure.

STAGE 1B BROUGHT A RANGE OF NEW FACILITIES TO THE EAST SHORES PRECINCT INCLUDING:



Restaurant and microbrewery

Cruise ship passenger terminal

Additional barbeque facilities

Basketball hoops



Big-screen outdoor theatre



Fishing platform

Boot camp area

Gladstone's rich maritime and industrial history is celebrated throughout the parklands with various displays including an original 1947 D6 Dozer, the South Trees Lead Light, the calcite conveyor and hopper system, anchors and other maritime artefacts.

The displays pay homage to the site's history as part of Auckland Point Terminal, which handled more than 56,000 tonnes of calcite per year. This once industrial space has been provided for the community as an area to meet, exercise, relax and play.



Images supplied by Gladstone Ports Corporation

GPC, with their East Shores Stage 1B, is continuing to provide Gladstone locals and visitors with new recreational spaces and community facilities to improve health and wellbeing.

LNG Operators

Shell QGC, APLNG & Santos GLNG

Turtles - LONGEVITY & LNG'S

The city of Gladstone provides one of the few settings where Queensland's unique marine and island environments coexist alongside a diverse range of heavy industries. Port Curtis is central to the export of numerous commodities, including liquefied natural gas (LNG), coal, alumina, grain and cement, while also providing a home to several sea turtle species.

GREEN SEA TURTLES ARE GLADSTONE'S MOST ABUNDANT SPECIES OF TURTLE, AND LIVE WITHIN THE SHELTERED WATERS OF THE PORT, GRAZING ON SEAGRASS, ALGAE AND MANGROVE FRUITS.

Smaller numbers of flatback turtles visit the region's beaches each summer, nesting on Curtis Island and Facing Island before returning to their foraging grounds, which are dispersed throughout the Great Barrier Reef lagoon between Bundaberg and Cape York.

There are three LNG facilities on Curtis Island operated by Shell's QGC business, Santos GLNG and Australia Pacific LNG operated by ConocoPhillips. The LNG operators are funding the study of the ecology and health of Gladstone's marine turtles. The monitoring program, which has been underway for several years, collects information about many of the life stages of marine turtles which can assist in future management of the species.

The research initiative is documented in the LNG Proponents' Long Term Turtle Management Plan. Shell's QGC business, Santos GLNG and ConocoPhillips worked together to establish the joint plan and implement it in partnership with stakeholders, including Eco Logical Australia, the Department of Environment and Science and the Gladstone Ports Corporation (GPC).

Monitoring of nesting flatback turtles commenced in the 1970s, with monitoring of foraging green turtles since 2011 by the Department of Environment and Science. This work has included financial support from GPC for nesting flatback turtles since 1994 and foraging green turtles from 2014 to 2020. The current monitoring program builds on these earlier programs by collecting information about the many of the life stages of marine turtles, including eggs, hatchlings, sub-adults and adults. Hundreds of flatback turtles start their lives each summer when they emerge from nests on the beaches of Curtis Island and Facing Island and make a night time scurry for the sea.

Hatchlings can be attracted to artificial sources of light, such as sky glow from Gladstone's many developments, which may confuse them and disorient their journey to the sea. Every two years, sky glow is measured using specialised equipment. To date, there has been minimal evidence of disorientation, with the majority of hatchling tracks aligned towards reaching the sea.





SEVERAL YEARS OF SATELLITE TRACKING HAVE BEEN COMPLETED AT MULTIPLE LOCATIONS IN THE GLADSTONE REGION AND HAVE REVEALED SOME INTERESTING FINDINGS ABOUT MARINE TURTLE MOVEMENTS.

Green turtles living within Port Curtis have been found to have distinct home ranges, often comprising only a few square kilometres of waterway. Despite the vast size of Port Curtis and linked waterways such as The Narrows, green turtles rarely move out of their small home range where they forage on seagrass and other food sources except when they migrate to breed at rookeries in the southern Great Barrier Reef or further afield. Satellite data, collected via computerised tags attached to a turtle's carapace (shell), enables researchers to identify which parts of the Port turtles are using. To the surprise of researchers, many tracked turtles live in close proximity to heavy industry. They are observed to use the marine terminal structures and dredged channels on a daily basis, but do not feed in these areas.



Flatback turtles, however, migrate hundreds of kilometres from their coral reef foraging grounds in the Great Barrier Reef lagoon to nest at Gladstone region's beaches. Flatback turtles will spend a few months in the region, laying several clutches of eggs, before commencing their journey home again, which may be as far as 1,000 kilometres away.

ONE ASPECT OF THE LONG TERM TURTLE MANAGEMENT PLAN INVOLVES AN ANNUAL HEALTH CHECK ON GREEN TURTLES WITHIN PORT CURTIS.



Approximately 200 green turtles are checked each year through various methods, including a physical examination by a veterinarian and the collection of blood samples for analysis in the laboratory. The results of blood samples are compared with published values from pristine areas (known as reference ranges) to determine what proportion of the Gladstone turtle population have blood parameters within the 'healthy' range. Interestingly, the concentration of some elements within the blood of turtles has been found to vary with geographical location, possibly indicating that the Port is home to many groups of green turtles that may not often intermingle.

Images supplied by Eco Logical Australia

The Long Term Turtle Management Plan is unlocking many secrets of Gladstone's marine turtle populations. The monitoring program will assist in better management of marine turtles into the future, both in Gladstone and more broadly across the Great Barrier Reef.

Rio Tinto Alumina Yarwun

Home of Innovation

In 2018, Gladstone became the home of innovation – Rio Tinto's Queensland Research and Development Centre (QRDC) relocated within Australia from Brisbane to Yarwun Refinery. This makes Gladstone Rio Tinto a global centre for technology, research and development in the alumina refining process.

In 2019, the Aluminium Stewardship Initiative (ASI) granted its Performance Standard and Chain of Custody certifications to our Yarwun alumina refinery. ASI certification means customers can be assured that the aluminium they purchase has been produced to the highest environmental, social and governance standards, ranging from greenhouse gas emissions to human rights.

In particular, Rio Tinto Alumina (RTA) Yarwun has developed a High Efficiency Sediment program to assist with their other projects developed to protect the environment as showcased below:

APPLICATION OF HIGH EFFICIENCY SEDIMENT BASINS

Space at the refinery is very constrained so traditional large sediment basins cannot be constructed for treatment of stormwater total suspended solids.

Principles of high efficiency sediment ponds are being adopted to improve water quality by trialling flocculants and staged weirs.



SENSE OF PLACE

During refinery construction, plants were preserved and replanted within the refinery grounds. Name plates from the employees during start up were assigned to each plant and provided a reminder of where Rio Tinto Alumina Yarwun has come from in the last 15 years.

Today, major projects that may impact those plants are continuing to preserve plants by temporarily relocating them. Beneraby Nursery is helping out by fostering them during construction.

BOAT CREEK ECOLOGICAL WORK

Through a sense of stewardship, RTA Yarwun has undertaken ecological surveys in Boat Creek in 2020 and previously in 2017. Ecologists were impressed at the diversity present in the system and found no evidence of impacts from refinery stormwater discharges through comparison of upstream and downstream sites using AuSRiVAS methodologies.



Images supplied by Rio Tinto Alumina Yarwun

Nationally recognised research is being undertaken in partnership with RTA Yarwun, QAL, University of Queensland and the Government to understand potential opportunities for red mud as a growth medium in rehabilitation. Achieving a safe, stable and non-polluting end state for tailing facilities is important for the long-term stewardship of the catchment.



LOOKING OUT AT LOW TIDE, ACROSS PELICAN BANKS OR LILLEY'S BEACH IN THE GLADSTONE HARBOUR, YOU WILL SEE A HAZE OF GREEN FROM THE VAST MEADOWS OF SEAGRASS THAT GROW THERE.

Seagrass, the name seems to say it all, grasses that live in the sea, but they are more closely related to the water lily family. With over 60 different species (five found in Gladstone Harbour), they are unique in that they represent the only flowering plants which can live entirely in the sea.

UNFORTUNATELY, GLOBALLY, SEAGRASSES ARE DECLINING AT AN ALARMING RATE.

SEAGRASSES:

- ▶ Are critical habitats providing a long list of ecosystem services as well as benefits to humans;
- ▶ Are important nursery and foraging habitats for fish and shellfish. They are also food for turtles and dugongs;
- ▶ Act to recycle nutrients and oxygenate the water;
- ▶ Reduce coastal erosion;
- ▶ Capture carbon, offsetting our carbon footprint; and
- ▶ Remove harmful pathogens, pollutants and microplastics from the waters that flow through them, keeping our coastal ecosystems healthy.

Previously, Gladstone Harbour has been highlighted as one of the highest risk regions in Queensland and over the last couple of decades substantial losses of seagrasses have been reported. There are some key drivers of the fate of seagrass that are beyond our control like climatic conditions, but it is clear from the 2020 GHHP Report Card that seagrass habitat is improving in the harbour. However, it is not the time to get too complacent. Coastal development and climate change drivers continue.

Good coastal management and stewardship is critical to ensuring seagrass health and resilience. It's reassuring to know that the invigoration of research as one of the key pillars in CQUniversity's growth has focused on Seagrass as one of their key areas of research specialisation, through CQUniversity Australia's Coastal Marine Ecosystems Research Centre (CMERC).

DID YOU KNOW THAT YOU CAN MAKE A DIFFERENCE?

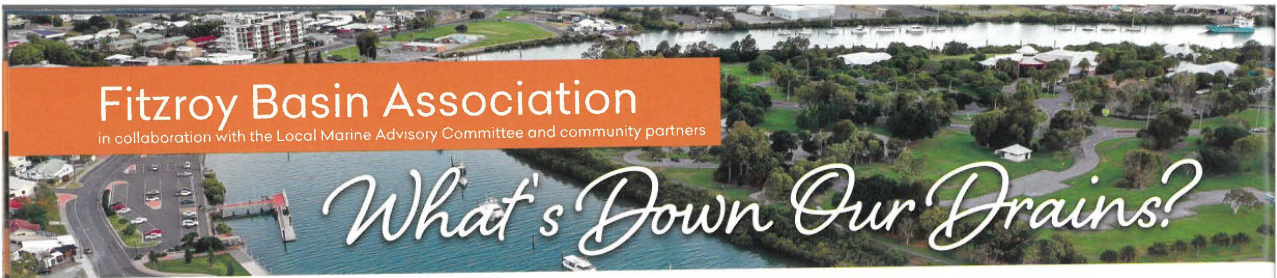
Volunteer through CMERC's citizen scientist initiatives and join the team to assist with:

CROSS POLLINATION, TRANSPLANTING SEAGRASS & SEAGRASS RESTORATION

Researchers have been recruiting volunteers from the community to help harvest seagrass flowers to collect seeds, in a way that doesn't impact the seagrass meadows, to germinate seeds from the flowers, replant and regenerate seagrass meadows.

Through the SeaFlowers project, proudly supported by the Queensland Government's Queensland Citizen Science Grants, Gladstone's locals, voluntary organisations and apprenticeship schemes will become involved in the non-destructive collection of seagrass flowers, which will contribute to the restoration of this vital flora. The seagrass flowers will be used in seed storage, germination, viability and restoration by seed studies while educating and promoting the value of these habitats to the local community.

Researchers at CMERC intend to enhance the distribution and resilience of seagrass in the good years, and manage recovery in the bad years, to ensure these amazing habitats continue to keep our coastal ecosystems and communities healthy. To find out more about seagrasses or get involved in local restoration activities, please contact cmerec-admin@cqu.edu.au.



THIS IS NOT THE TYPE OF QUESTION THE AVERAGE GLADSTONE RESIDENT ASKS THEMSELVES EVERY DAY, BUT PERHAPS IT SHOULD BE!

Humans are responsible for 100 per cent of marine debris. To tackle this problem, three of central Queensland's largest towns (Rockhampton, Yeppoon and Gladstone) installed 'Drain Buddies' at key locations to capture debris before it could enter local waterways and created source reduction solutions.

WHAT IS A DRAIN BUDDY?

Drain Buddies are heavy-duty baskets installed at litter hotspot locations that only allow water to pass through, collecting all other matter including litter, organic debris and sediment. Matter collected is emptied quarterly, then sorted, analysed and recorded in the Australian Marine Debris Initiative database administered by Tangaroa Blue.



The project, which commenced in June 2019 concluded its sixth servicing and audit cycle in November 2020. Since this time, the Drain Buddies have discovered some significant results: 40,079 pieces of litter were stopped from entering the Great Barrier Reef across 27 drains throughout Gladstone, Livingstone and Rockhampton with a total weight of 1,002 kilograms (over 1 metric tonne).

To date, the project has implemented four source reduction strategies based on the data collected from the Drain Buddies audits. The data collected from the Drain Buddies has provided unrivalled insight into what was getting thrown away, where it came from and what types of source reduction campaigns provide the best results for the environment.

WHERE ARE THE DRAIN BUDDIES IN GLADSTONE?



GLADSTONE STRATEGY

In Gladstone, a strategy was rolled out in the harbour city to reduce plastic-lined sugar sachets entering drains. Since the strategy rollout, there has been a 100% reduction in the appearance of plastic lined sugar sachets in Gladstone drains. 130 plastic lined sugar sachets were recovered from Gladstone CBD drains between June 2019 and May 2020, with the mid-2020 data revealing this number had dramatically reduced to ZERO!

9 Drain Buddies were set up in the first stage however, after stage 2 was finalised, Gladstone had a total of 12 Drain Buddies.

With the help of community groups and their members, Fitzroy Basin Association continues to educate residents on wasteful behaviours and the impact on regional waterways and the Great Barrier Reef.

This project was made possible through a Local Action Community Reef Protection grant, funded by the partnership between the Australian Government's Reef Trust and the Great Barrier Reef Foundation, delivered by Fitzroy Basin Association Inc. (FBA), on behalf of the Capricorn Coast and Gladstone Local Marine Advisory Committees.



With a natural deep-water port sheltered by nearshore barrier islands, the Gladstone region has one of the largest bulk commodity ports in the world. So it's no surprise to notice the multitude of massive ships loading coal at the Wiggins Island Coal Export Terminal (WICET).

WICET exports quality Queensland thermal and metallurgical coal, and provides additional export capacity at the Port of Gladstone to service new mines and expansion of existing mines in the Surat and southern Bowen Basins to transport around the world.

DID YOU KNOW?

From the very beginning, WICET was committed to addressing potential environmental impacts of the terminal, with environmental factors considered throughout the planning and design phase of the terminal.

PROTECTION AND PRESERVATION WAS TREATED AS THE BEST FORM OF ENVIRONMENTAL MANAGEMENT.

REVEGETATION

WICET established vegetation offsets to maintain natural flora and fauna systems. Revegetation of approximately 56ha. of land has occurred, using a variety of endemic species, including relocating protected flora species to alternative local sites for their preservation.

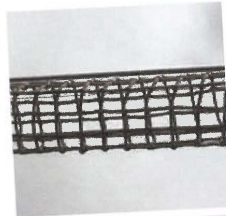
These huge rehabilitation works were aimed at re-establishing a functioning ecosystem and to provide a range of land uses, such as conservation and water quality.



FAUNA RELOCATION

Imagine the cost and effort it took to relocate hundreds of different animals across dozens of different species during the course of the development to the Calliope Conservation Park.

This included a myriad of animals such as snakes, frogs, birds and various mammals.



FAUNA ROPE BRIDGES

An amazing idea was implemented by WICET where fauna rope bridges were erected to reconnect habitat to either side of the development and allow the animals to cross safely.

Protected flora species were relocated to alternative local sites for preservation.

2021 ACTION EXAMPLES:

- ▶ Enhance the dust detection and management capabilities. Also treat captured stormwater to reduce suspended solids.
- ▶ Recycle water from the stormwater ponds and use this for dust suppression, moisture addition across the site, as well as to feed stockyard water.

Images supplied by WICET.

- WICET will continue their values of environmental protection and sustainability for the harbour by:
- Limiting operational environmental impacts of the Terminal through the efficient and sustainable use of resources and materials.
 - Use of sustainable and environmentally effective industry methods and technologies.
 - Respect for the cultural heritage and historical links to the land on which we operate.



Boyne Island Environmental Education Centre

LOOKING AFTER OUR ENVIRONMENT IS SO, SO IMPORTANT AND WHO BETTER TO START TRAINING THAN OUR YOUNGSTERS!

Education can be more than what's taught in the classroom and can last long after children have finished school, so it is critical to have children involved with environmental, hands-on learning experiences!

WHO ARE THEY?

THE BOYNE ISLAND ENVIRONMENTAL EDUCATION CENTRE (BIEEC) is a residential and day visit education facility operated by the Department of Education, Queensland, providing programs for students Prep to Year 12. The mission is to add value to school-based curriculum by delivering authentic, stimulating, real world learning experiences beyond the capacity of the classroom.



Offering innovative and enriching environmental education facilitated by passionate and highly skilled staff, BIEEC has completed the following projects:

CARING FOR CLOWNFISH PROGRAM

A community training and education event involving guest speakers, who assisted in the education and promotion of reef care and volunteer training to care for Clownfish.

AUSTRALIAN MIRCO PLASTICS ASSESSMENT PROJECT

Staff and some student groups conducted four collections throughout the year to determine the levels of micro plastics on Tannum Sands main beach.

HARBOUR WATCH IS COMPLETING:

- ▶ Water quality monitoring workshops with Gidarjil to assist up-skilling Indigenous rangers.
- ▶ Sampling with community groups like Gidarjil and Conservation Volunteers Australia (CVA).



The Boyne Island Environmental Education Centre values and promotes an inclusive culture through deep connection with our community and schools to continue 'Empowering Extraordinary Minds' through engaging students in meaningful environmental experiences.



We've probably all seen pictures of marine wildlife caught up in plastic, and so are aware on some scale how devastating marine debris is to our environment. Fortunately, we have organisations like Tangaroa Blue Foundation, which is an Australia-wide not-for-profit organisation dedicated to the removal and prevention of marine debris; one of the major environmental issues worldwide.

Marine litter is human-created waste that has deliberately or accidentally been released into the sea or ocean. Deliberate disposal of waste at sea is called ocean dumping. Naturally occurring debris, such as driftwood and drift seeds, is also present.

To collect statistics that help drive changes that reduces marine debris, Tangaroa Blue Foundation created the Australian Marine Debris Initiative (AMDI) Database, which now houses over 18 million data points. The AMDI Database is contributed to by a national network of onground volunteers, communities and partner organisations who also collaborate on source reduction projects that aim to stop the flow of litter at the source.



77 community clean-ups have taken place throughout 2021 by 568 wonderful volunteers in iconic regional locations including:

- ▶ Curtis Island,
- ▶ Facing Island,
- ▶ Lilley's Beach and
- ▶ Eurimbula National Park.

SO MUCH WORK FOR AMAZING OUTCOMES

Tangaroa Blue Foundation's amazing clean-ups in 2021 collected an extraordinary total of 20,628 items of debris including many large, bulky items, such as large plastic drums and pallets, weighing a total of 2,275 kilograms, which were collected, collated and removed from the greater Gladstone environment.

EVERY INDIVIDUAL MUST CONTINUE TO DO THEIR PART TO ENSURE RUBBISH DOESN'T END UP IN OUR MARINE WATERS! AND YES, THAT MEANS YOU TOO!

Everyone can help by being mindful and careful not to litter our harbour. In addition, you can help by assisting with Gladstone Region's ReefClean Community Clean-ups, which are continually being held quarterly within the Gladstone region. For more information about when and where clean-ups will be held, email reefclean@tangaroablue.org or visit www.reefclean.org.

Gladstone Healthy Harbour Partnership

Healthy Fish, Healthy Harbour

GHHP has, and continues to, respond to stakeholder feedback in monitoring the health of the harbour. For example, following strong interest in fish health from the local recreational fishing community, new metrics were added to the report card to cover the health of a range of fish species important to both recreational and commercial fishers. The inclusion of fish health assessments came as a response to consultation that asked community members what they'd like to see monitored in the report card.

Through that consultation, the health of recreational fishing activities consistently ranked as the most cited response. For that reason, GHHP became interested in expanding their monitoring from a focus on stock-related issues (based on fish recruitment measures) to include direct measures of fish health, weight and length.



ASSESSING FISH HEALTH, GHHP RAN A PROJECT TO DEVELOP A NEW INDICATOR OF FISH HEALTH FOR INCLUSION IN THE GLADSTONE HARBOUR REPORT CARD.

The new indicator is called the Health Assessment Index (HAI) and was successfully piloted, along with a range of other possible indicators, by a team at CQUniversity's Coastal Marine Ecosystems Research Centre (CMERC).

The HAI was adopted within the Gladstone Harbour Report Card system in 2018 and has continued to be monitored annually. So far, there have been no findings to indicate a systemic problem with fish health in Gladstone Harbour. In 2019, the overall score for fish health was a 'B'. Critical to the HAI's successful adoption was the diligence undertaken to ensure the new index is based on protocols that are cost-effective, but not overly complex technically.

Through innovations, there are now three indices related to fish health in the Gladstone Harbour Report Card: fish recruitment, the HAI and the crowdsourced data. Port Curtis Coral Coast Indigenous communities are also involved in the Gladstone Harbour reporting.



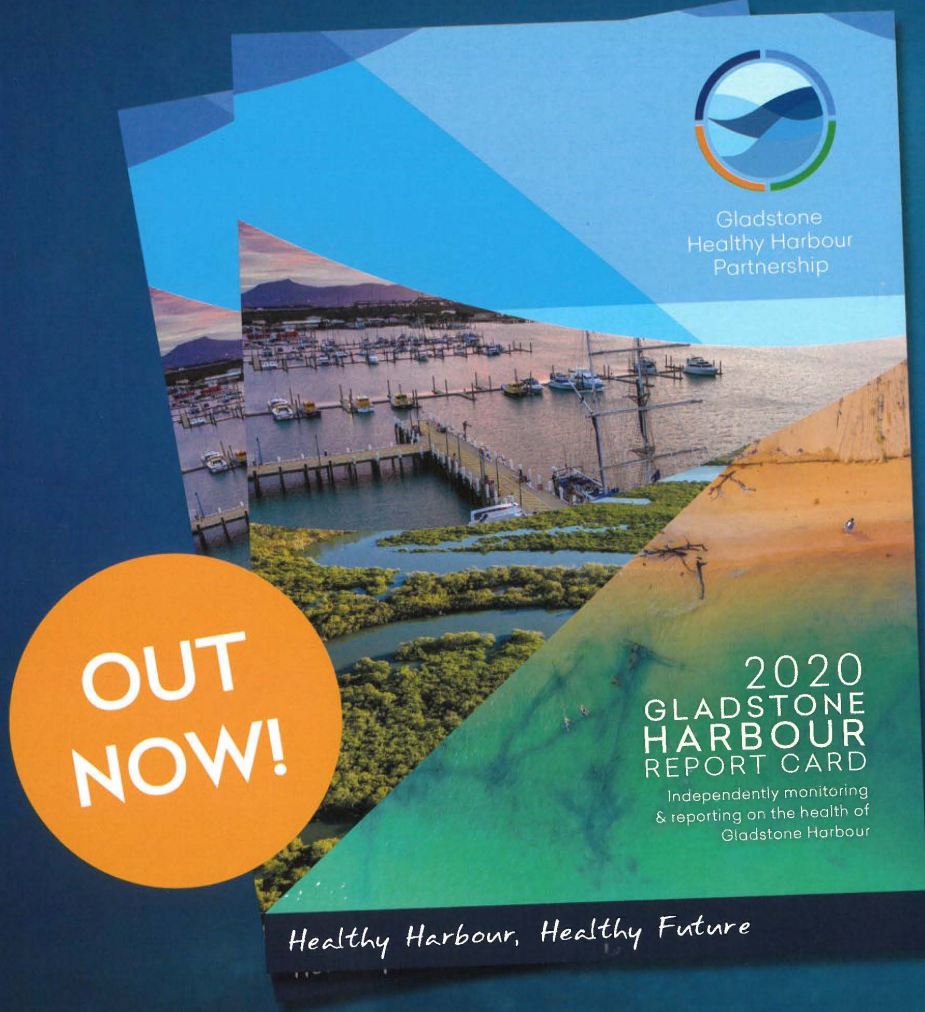
The benefit of broadening the monitoring goes beyond providing industry, government and stakeholders with an annual score. Over time, as data accumulates, it will be possible to start to detect emerging and long-term trends and patterns in the health of this working harbour.



GHHP continues to improve the report card system to provide deeper and more sophisticated insights into the future for fish health. For more information, visit www.ghhp.org.au.

Reference: *Healthy Fish, Healthy Harbour*, article written by Gio Braidotti. *FISH Magazine*, Fisheries Research & Development Corporation News. Vol 29 No 1, March 2021

GLADSTONE HARBOUR 2020 REPORT CARD



Gladstone Healthy Harbour Partnership

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Thank you to the following community groups for contributing to this annual Stewardship Report:

