



GLADSTONE
REGIONAL COUNCIL

**GENERAL MEETING NOTICE
AND AGENDA**

**TO BE HELD AT THE COUNCIL CHAMBERS – CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On Tuesday 21 March 2023

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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G/1. MAYORAL STATEMENT OF CURRENT ISSUES

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 7 MARCH 2023

Responsible Officer: Chief Executive Officer

Council Meeting Date: 21 March 2023

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 7 March 2023.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 7 March 2023 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 7 March 2023.

Tabled Items:

Nil

Report Prepared by: Executive Secretary

G/3. DEPUTATIONS

G/3.1. HEART OF AGNES COMMUNITY ASSOCIATION INC.

Responsible Officer: Chief Executive Officer

Council Meeting Date: 21 March 2023

File Ref: CM7.6

Purpose:

Heart of Agnes Community Association Inc will present the final report and findings from the Biggest Community Survey for the Agnes Water Region.

Officer's Recommendation:

That the deputation from Heart of Agnes Community Association Inc be received.

Background:

Deputation details are as follows:

Time of Presentation	10:00am
Duration of Presentation plus question time	15 mins
Speakers to present	Byron Mulligan
Is the matter currently or has previously been subject to legal proceedings?	No
Matter for information only	Yes

Attachments:

1. Agnes Water Biggest Community Survey – Final Report 2022
2. Heart of Agnes Community Association Inc Presentation

Tabled Items:

Nil

Reported Prepared by: Executive Secretary

G/4. OFFICERS' REPORTS

G/4.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 28 FEBRUARY 2023

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 21 March 2023

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the year 2022-23 to date, for the period ended 28th February 2023.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2022-23 year to date, for the period ended 28 February 2023 as required under Section 204 Local Government Regulation 2012.

Background:

The 2022-23 budget was adopted on 25 July 2022, with a projected operating surplus of \$0.5m. Council officers have also undertaken a forecasting process, resulting in a forecast operating surplus of \$0.5m.

To allow for greater transparency and scrutiny of Councils operating position throughout the year, annual rating revenue and service charges have been applied across the year rather than in the period of the rates generation. This represents a significant change to the way that these reports have previously been presented but will allow for more meaningful analysis.

The percentage of year passed (pro-rata rate) as at 28 February 2023 is 66.58%.

Major movements from forecast compared with actuals are as follows:

- Contractors and consultant costs have a \$2.9m favorable variance when compared to the YTD forecast. This is primarily due to additional anticipated expenditure on the Dawson Highway/Drynan Drive intersection upgrade project. Additionally, there is a delay in the accrual of minor contractor invoices across the business. Refer to detailed explanation under contractors and consultants below.
- Capital revenue recognition for State and Federal government grants and subsidies with a YTD unfavorable variance of \$3.2m when compared to actuals, given project milestones and revenue recognition. Refer to detailed explanation under capital revenue.

Statement of Income and Expenditure

Income

Recurrent Revenue

Total recurrent revenue	2022-23	Actual as %
Actual	\$128.0m	
Budget	\$210.9m	60.66%
Forecast	\$226.6m	56.46%

Of note:

Net rates and utility charges	2022-23	Actual as %
Actual	\$103.0m	
Budget	\$170.5m	60.41%
Forecast	\$171.4m	60.10%

Council's primary source of recurrent revenue is the generation of annual rates, along with access charges for water, sewerage and waste. This generation was completed in July, with notices issued to ratepayers in August. These charges have been split across the course of the year, to align with the delivery of these services.

Discounts of \$13.9m have been applied for payments received by the due date.

Water consumption revenue is raised upon completion of the water meter reading cycles during the year with the July-December readings completed, generating \$7.8m at the end of January. The January-June cycle will be read in July and accrued into June. Wet weather will impact the revenue generated by water consumption charges and any adjustments required will be reflected in the next forecast.

Total interest revenue	2022-23	Actual as %
Actual	\$3.2m	
Budget	\$1.3m	246.74%
Forecast	\$5.2m	60.77%

Interest revenue at a rate of 3.49% has been received from Queensland Treasury Corporation for the month of February and current term deposit rates are yielding up to a 4.60% return to Council. The forecast for interest revenue reflects more accurately an estimate of expected return within the current economic climate.

GENERAL MEETING AGENDA 21 MARCH 2023

Sales revenue	2022-23	Actual as %
Actual	\$3.8m	
Budget	\$3.4m	110.95%
Forecast	\$9.4m	40.42%

Claims of \$0.7m have been made for Dawson Highway Drynan Drive Water Main Relocation this year. This project has been reflected in the forecasted revenue amount with the additional contractor and materials expenses shown in the relevant expenses sections below. Significant claims are expected in the last quarter of the year.

Income tax equivalents	2022-23	Actual as %
Actual	\$0.1m	
Budget	\$5.2m	2.30%
Forecast	\$7.9m	1.51%

Council has increased the income tax equivalents in the forecast that is expected to be received from the Gladstone Area Water Board (GAWB) to \$7.7m. This is due to a significantly improved position reported by GAWB over initial estimates provided during budget preparation. This Income is generally confirmed and paid in the final quarter of the year.

The remaining forecast of \$0.2m relates to income tax equivalents from the Gladstone Airport Corporation (GAC), which are received and recognised after the end of each quarter. Q2 payment has been received in January 2023 and reflected in the actuals figure.

General purpose grant	2022-23	Actual as %
Actual	\$1.6m	
Budget	\$8.2m	19.99%
Forecast	\$9.0m	18.16%

Council has received confirmation of the Financial Assistance Grant allocations for the 2022-23 year.

The budget was prepared based on advice received in December 2021 that Council should expect a 4% decrease in its allocation from the State Government. A further assumption has been made that Council will receive 75% of the 2023-24 allocation in the final quarter of 2022-23.

The forecasted allocation for 2022-23 has increased by \$0.8m based on the actual payments received year to date.

GENERAL MEETING AGENDA 21 MARCH 2023

Grants, subsidies, contributions and donations (excluding the general purpose grant)	2022-23	Actual as %
Actual	\$1.6m	
Budget	\$1.8m	88.39%
Forecast	\$2.5m	62.50%

\$0.9m of revenue has been generated from State Government grants and subsidies with approximately 30% received through disaster management funding. The forecast has also been adjusted to account for increase in trainees and apprentices with commencement and completion rebates funded through State and Federal Government.

Capital Revenue

Capital grants revenue	2022-23	Actual as %
Actual	\$7.2m	
Budget	\$12.4m	58.22%
Forecast	\$13.6m	53.19%

Capital grants revenue is recognised as project milestones are met. Therefore, the revenue recognised on the Statement of Income and Expenditure does not necessarily reflect the funding received during the year. Where milestones are still to be achieved, revenue is recognised as a contract liability on the Statement of Financial Position.

Capital revenue recognised for significant projects is detailed below with the forecast updated to reflect major changes:

Project	Budget	Forecast	Actual
State Government Grants & Subsidies			
Gladstone Aquatic Centre Upgrade-Stage 3	\$1.0m	\$0.8m	\$0.8m
Bindaree Road, Miriam Vale	\$1.6m	\$1.1m	\$0.5m
Murphy Road, Captain Creek	\$0.8m	\$0.8m	-
Langmorn Road- Gravel Re-sheets	\$0.6m	\$0.2m	-
Toolooa St Gladstone –Pavement Renewal	\$0.5m	\$0.5m	\$0.5m
Gladstone Sewer Mains Renewals	\$0.0m	\$0.8m	\$0.8m
A05-Rising Main	\$0.0m	\$0.9m	\$0.0m
Other State Government Funding	\$1.1m	\$1.9m	\$0.5m

GENERAL MEETING AGENDA 21 MARCH 2023

Project	Budget	Forecast	Actual
Federal Government Grants & Subsidies			
Round Hill Road – Pavement Renewal	\$1.6m	\$1.6m	\$0.0m
Benaraby Landfill – Capping of Cell 2	\$1.0m	\$1.2m	\$1.1m
Gorge Road, Lowmead (Baffle Creek Crossing)	\$0.6m	\$0.3m	\$0.3m
Stockbridge Road – Bridge Renewal	\$1.3m	\$1.3m	\$1.1m
Langmorn Road – Gravel Resheeting	-	\$0.3m	\$0.5m
Charnwood Road -Gravel Resheeting	\$0.4m	\$0.5m	\$0.5m
Other Federal Government Funding	\$1.9m	\$1.4m	\$0.6m

Expenditure

Recurrent expenditure

Total recurrent expenditure	2022-23	Actual as %
Actual	\$141.5m	
Budget	\$210.5m	67.21%
Forecast	\$226.1m	62.56%

Of note:

Employee benefits	2022-23	Actual as %
Actual	\$46.0m	
Budget	\$67.4m	68.09%
Forecast	\$68.0m	67.49%

Employee benefits are the largest component of Councils recurrent expenditure. A vacancy rate of 7.5% has been factored into the 2022-23 budget. The average vacancy rate year to date is 9.2%.

Overtime expenses year to date are \$1.0m. Overtime expenses have been increased to \$1.4m in the forecast to reflect uplift in hours worked.

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Contractors and consultants	2022-23	Actual as %
Actual	\$16.8m	
Budget	\$26.9m	62.53%
Forecast	\$34.0m	49.36%

Spending on contractors and consultants typically lags throughout the year. Due to the variety of areas in Council that utilise these services, only major invoices are accrued at month end. This results in a timing difference during the year that generally corrects when year-end accruals are undertaken.

The forecast has been updated to reflect \$0.4m in additional consulting costs and \$5.7m in contractor costs (of which \$4.6m relates to Dawson Highway/Drynan Drive intersection) upgrade expected to be incurred by the end of the financial year. \$0.6m has been incurred on this project for contractor costs YTD.

Fuel	2022-23	Actual as %
Actual	\$1.6m	
Budget	\$1.7m	93.34%
Forecast	\$2.6m	60.79%

Forecasted fuel spend reflects the volatility in fuel prices. Fuel usage across Council is slightly increased compared to the same period last year up 1.10%.

Other materials and services	2022-23	Actual as %
Actual	\$6.3m	
Budget	\$8.2m	76.40%
Forecast	\$9.6m	66.00%

This category of expenditure includes all costs not separately accounted for. The movement from budget to forecast relates to the increased cost of materials across various areas of the business, some of which are recoverable through projects.

Motor vehicle expenses	2022-23	Actual as %
Actual	\$1.3m	
Budget	\$1.4m	90.82%
Forecast	\$2.1m	61.65%

The cost of repairs and maintenance is reflective of replacing an aging fleet, and this has been reflected in the estimated forecast spend. As items are replaced, these maintenance costs should decrease.

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Software expenses	2022-23	Actual as %
Actual	\$2.0m	
Budget	\$3.6m	54.81%
Forecast	\$3.6m	54.76%

The timing of invoices for various software subscriptions is responsible for this lag, however the total spend for the year is still expected to be in line with the forecast.

Staff & Council associated expenses	2022-23	Actual as %
Actual	\$1.2m	
Budget	\$2.3m	50.24%
Forecast	\$2.6m	45.07%

Recruitment and onboarding costs are currently below forecast, however with the high vacancy rate and tight labor market it is still expected that the forecast amount will be realised.

Finance Costs – Queensland Treasury Corporation	2022-23	Actual as %
Actual	\$1.4m	
Budget	\$1.6m	86.92%
Forecast	\$1.8m	76.63%

A portion of the finance costs charged by Queensland Treasury Corporation relate to the Gladstone Airport Corporation (GAC) runway loan. This loan agreement between Council and GAC has been renegotiated and the interest contribution has been adjusted in the forecast. This is covered by a quarterly contribution by GAC and will align with forecasted spend at the end of Q3.

Statement of Financial Position

	Current Value	Budget	Variance (Actual to Budget)	Forecast	Variance (Actual to Forecast)
Year-to-date Assets	\$2.7b	\$2.6b	4.58%	\$2.7b	(0.50%)
Year-to-date Liabilities	\$239.1m	\$143.1m	67.07%	\$199.9m	19.58%
Year-to-date Liabilities (excl. unearned rates revenue)	\$197.8m	\$143.1m	38.25%	\$199.9m	(1.05%)

Due to the change in reporting for unearned rates revenue, liabilities have been presented both including and excluding this line item. The two will converge and be the same by June 2023, as all rates revenue is recognised on the profit and loss.

The forecast for assets and liabilities reflects the expected positions at 30 June 2023 and take into account the below;

Assets

The forecast movement in property, plant and equipment (PPE) of \$45.0m is dependent on the delivery of the capital works program as well as any revaluation movement at 30 June.

Liabilities

The current balance includes a \$2.2m provision for the restoration and batter protection of cell 2a of the Benaraby Landfill. This provision is now expected to be credited back to the land revaluation reserve towards the end of the 2022-23 year.

During the preparation of the 2021/22 financial statements, a liability was recognised relating to a financial guarantee with Council's bulk water provider for \$34.3m. This liability was not recognised at the time of budget preparation but has now been accounted for in this forecast under other non-current liabilities. The prepaid waste levy from federal government from 24-25 and 25-26 is also reflected in the other non-current liabilities section.

Significant balance sheet movement is still expected to occur throughout the year:

- Cash to decrease as expenses are incurred and loan repayments are made
- Unearned rates revenue to decrease as recognised on the profit and loss each month
- Borrowings to decrease as loan repayments are made

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Capital Expenditure

The Works Planning & Scheduling team continue to monitor changes to the expected capital position for 2022-23.

	Actual	Budget	Actual as % of Budget	Forecast	Actual as % of Forecast
Year to date capital expenditure	\$26.9m	\$51.4m	52.33%	\$53.6m	50.19%
Commitments (open purchase orders)	\$15.7m				
Total	\$42.6m		82.92%		79.48%

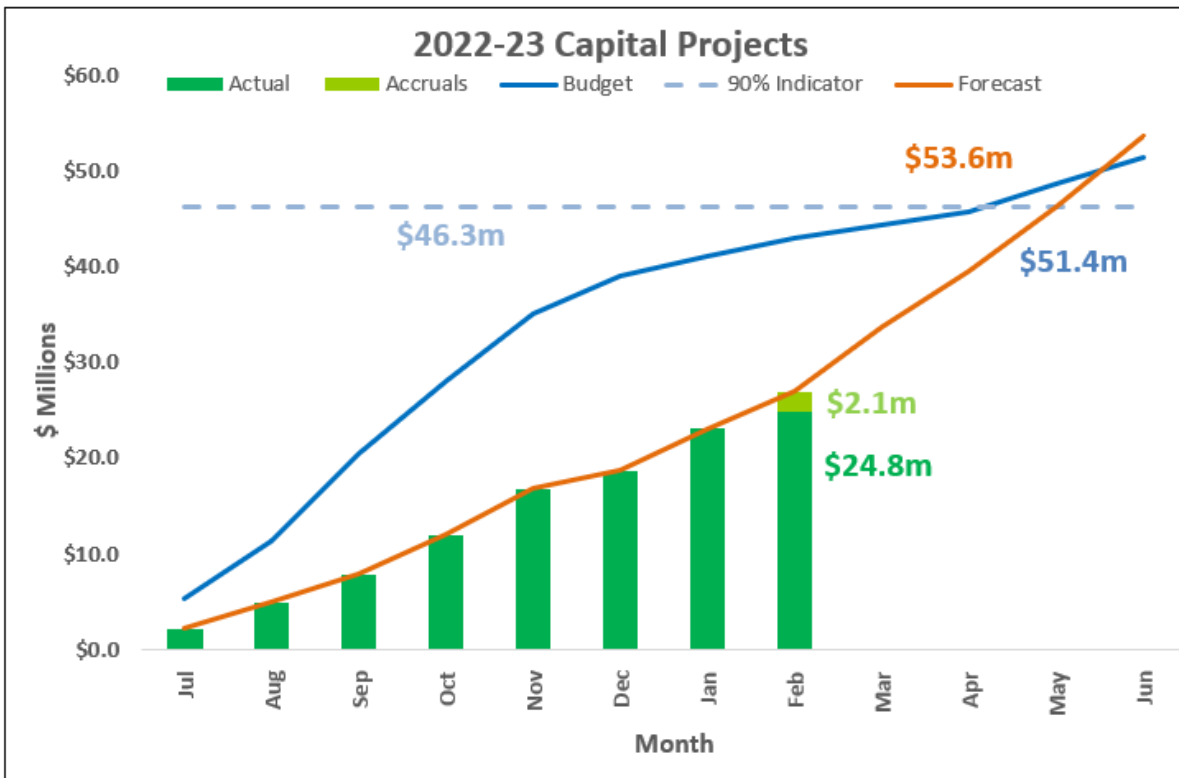
With the completion of the Q1 forecast, of the \$15.7m in commitments:

- \$2.0m relates to the replacement of A05 Rising Main
- \$1.8m relates to fleet replacement
- \$1.8m relates to Round Hill Road pavement renewal program
- \$1.6m relates to Benarby Landfill-Fire water tank installation,
- \$1.0m relates to Gladstone WWTP Distribution tower and process water reservoir
- \$1.0m relates to Gladstone Aquatic Centre Upgrade-Stage 3

Capital expenditure against groups with significant capital expenditure budgets are shown in the table below:

Group	YTD Actual	Commitments	Budget	Actual as % of Budget	Forecast	Actual as % of Forecast
Road Assets	\$12.5m	\$6.1m	\$21.4m	58%	\$25.8m	48%
Sewerage Assets	\$5.7m	\$3.5m	\$9.9m	58%	\$10.7m	53%
Delivery Support and Performance	\$1.0m	\$1.8m	\$6.0m	17%	\$6.1m	17%
Property Assets	\$2.5m	\$1.1m	\$4.1m	61%	\$2.9m	88%
Asset Governance			\$1.0m			
Waste Assets	\$2.3m	\$2.0m	\$2.1m	109%	\$2.5m	93%
Parks & Environment Assets	\$0.2m	\$0.8m	\$1.7m	13%	\$1.0m	22%
Property Services	\$1.0m	\$0.1m	\$1.4m	71%	\$1.6m	65%
Events & Entertainment	\$0.2m	\$0.1m	\$1.0m	19%	\$0.3m	59%
Water Assets	\$0.7m	\$0.1m	\$1.0m	66%	\$1.0m	70%
Strategic Projects			\$0.9m			
Other	\$0.8m	\$0.1m	\$0.8m	99%	\$1.8m	45%
Total	\$26.9m	\$15.7m	\$51.4m	52%	\$53.6m	50%

Accrual estimates of \$2.1m have been included in the actuals, to account for major claims relating to February work.



Outstanding Rates

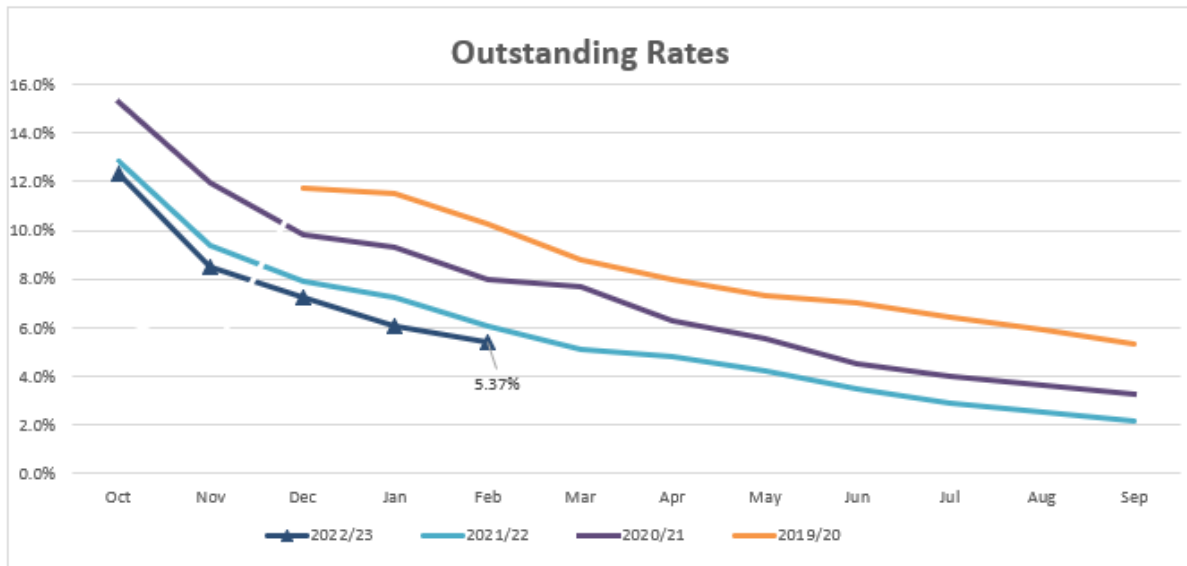
Outstanding rates, as a percentage of gross rates levied 2022-23, and collectible, is at 5.37% at the end of February 2023, compared to 6.03% for the same period last year 2021-22.

Of the \$10.2m of outstanding rates 21.35% relates to commercial/ industrial assessments and 78.65% represents residential assessments.

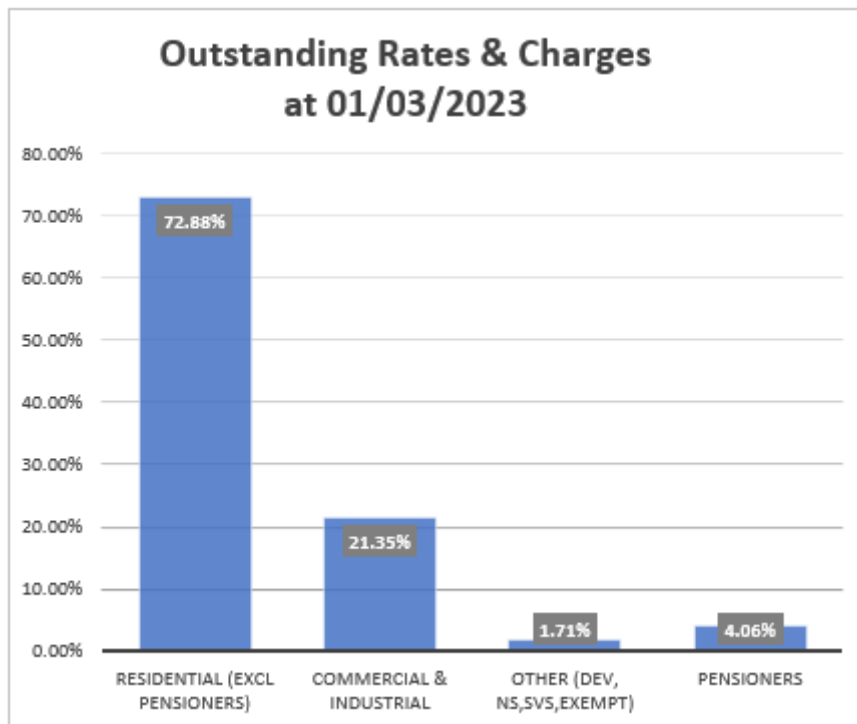
These figures include \$4.3m of rates that are currently being repaid under an authorised payment plan, for which there were 45 commercial/industrial assessments and 1,606 residential assessments. A total of 1,651 assessments, which is a decrease from 1,769 assessments in January 2023 (this movement is a result of removal of arrangement on sold property, default arrangements and paid up arrangements).

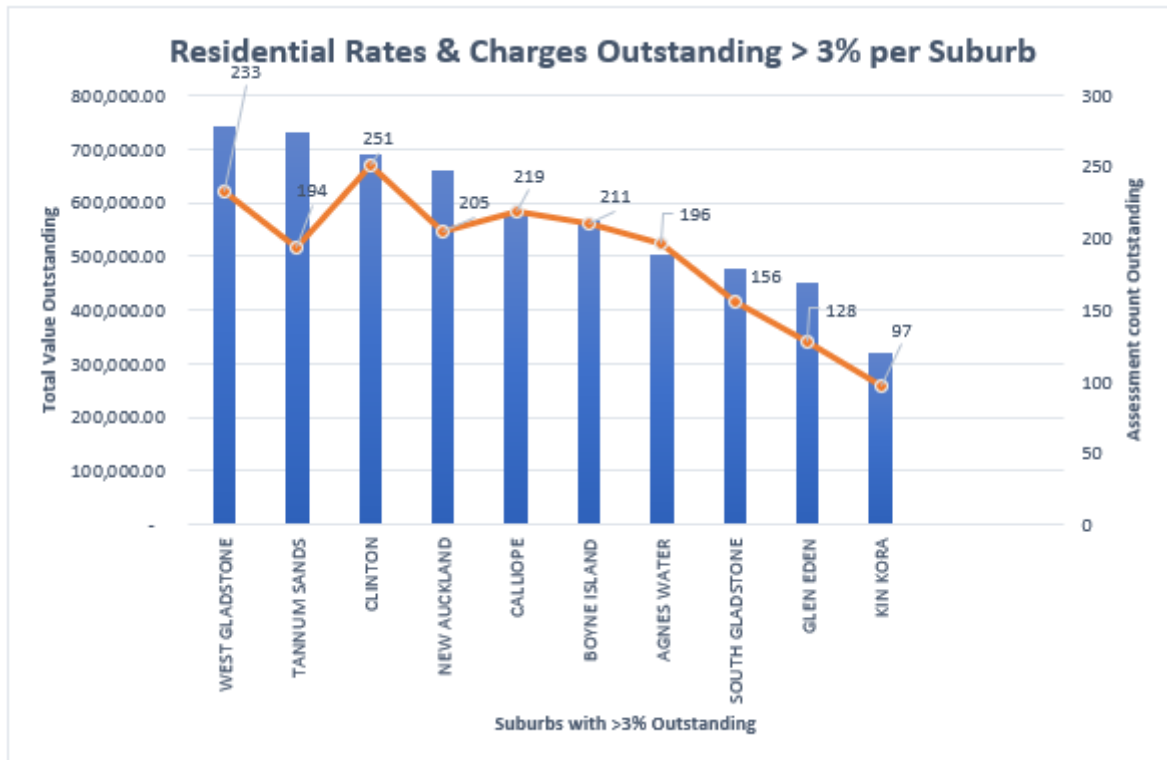
There were 5,179 ratepayers who had paid their rates in advance, totalling \$7.4m.

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*2019-20 discount date extended by 60 days





Sustainability Ratios

Financial ratios provide a useful snapshot of Council’s financial status and emerging trends. Individual ratios do not provide enough information to form a comprehensive opinion of Council's financial position and performance, but when the right mix of ratios are considered together, they become a valuable tool in analysing Council's overall financial performance.

Asset Sustainability Ratio

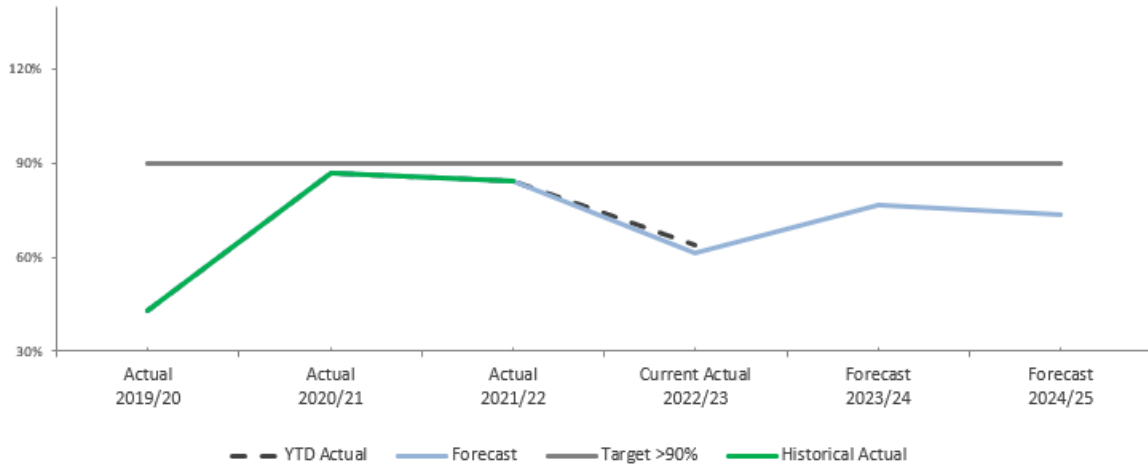
This ratio compares Council's expenditure on capital renewal assets with the rate at which our assets are depreciating. As Council invests in the renewal of its asset base on a rolling cycle, the expected results can vary from year to year. The results for a single year are dependent on the delivery of renewal projects in the capital program.

Infrastructure renewals have accounted for 77.54% of capital expenditure with the balance on new and upgrade projects. The delays in renewal expenditure are reflective of the delay in the capital program as a whole, as presented above.

Asset Sustainability Ratio			
CURRENT YTD	BUDGET	FORECAST	TARGET
63.79%	58.30%	61.44%	>90%

Asset Sustainability Ratio

(indicates rate of replacement/renewal vs consumption of assets)



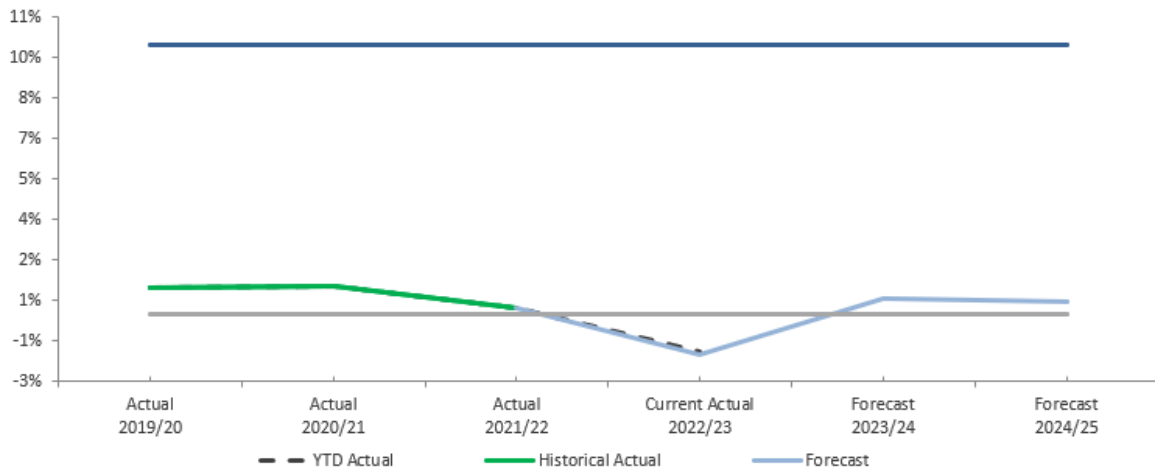
Interest Coverage Ratio

This ratio indicates the percentage of operating revenue required to cover net interest costs. The negative results of this ratio indicate that Councils interest revenue is now exceeding its interest costs.

Interest Coverage Ratio			
CURRENT YTD (1.40%)	BUDGET 0.15%	FORECAST (1.51%)	TARGET 0 - 10%

Interest Coverage Ratio

(indicates extent of commitment of revenue to interest payments)

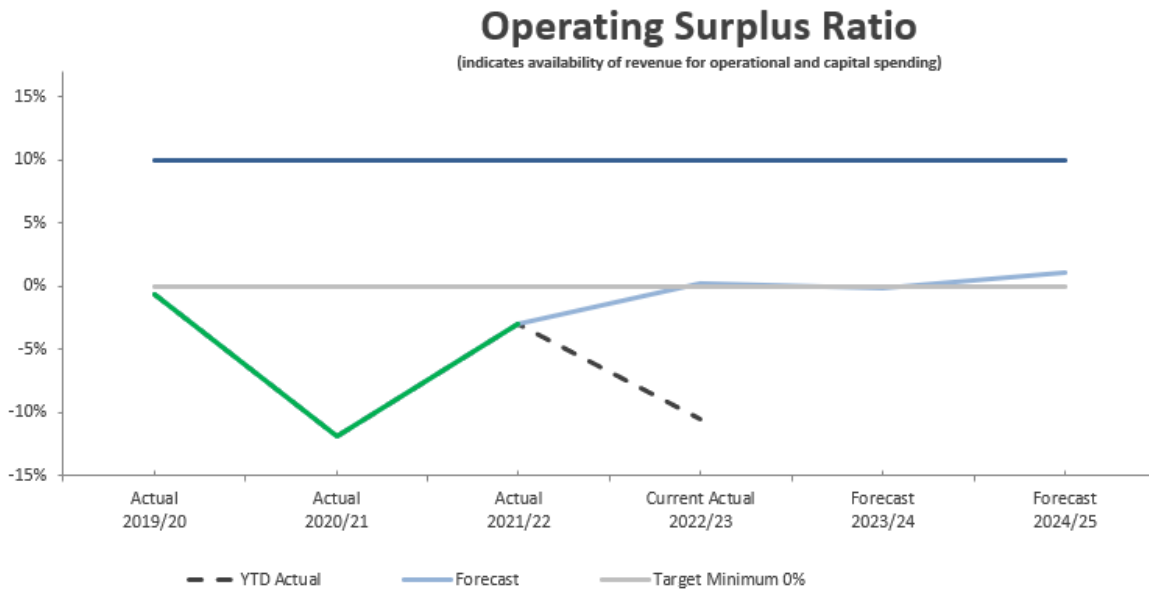


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Operating Surplus Ratio

A positive result for this ratio indicates that operating revenue can be used to fund capital expenditure, on top of the operational costs of Council. The results are negative due to the year-to-date operating deficit.

Operating Surplus Ratio			
CURRENT YTD	BUDGET	FORECAST	TARGET
(10.55%)	0.22%	0.23%	0 - 10%



Working Capital Ratio

The working capital ratio shows the ability of Councils current assets, to cover the commitments of its current liabilities. Following the rates generation, Council has a significant balance of cash, causing this ratio to reflect favorably.

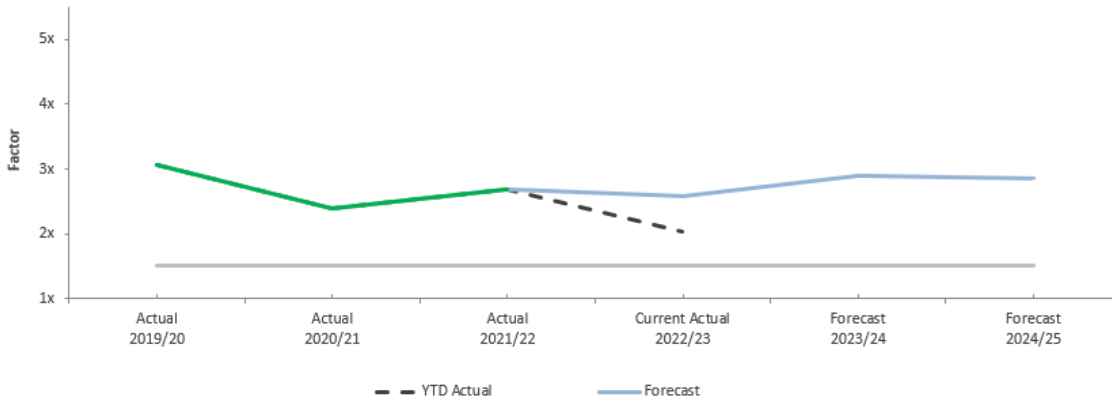
To account for the change in reporting of rates revenue, the ratio has also been presented excluding the liability for unearned rates revenue, as this does not recognise an obligation to pay, simply an accounting adjustment for reporting. The two will converge and be the same by June 2023, as all rates revenue is recognised on the Statement of Comprehensive Income.

Excluding unearned rates revenue provides a clearer picture, showing that the target ratio has been well exceeded.

Working Capital Ratio			
CURRENT YTD	BUDGET	FORECAST	TARGET
1.63x	2.45x	2.08x	Greater than 1:1
Working Capital Ratio (excl. unearned rates revenue)			
2.81x			

Working Capital Ratio

(indicates ability of liquid assets to meet short term commitments)



Net Financial Liabilities Ratio

The ratio shows the extent to which operating revenue covers net financial liabilities.

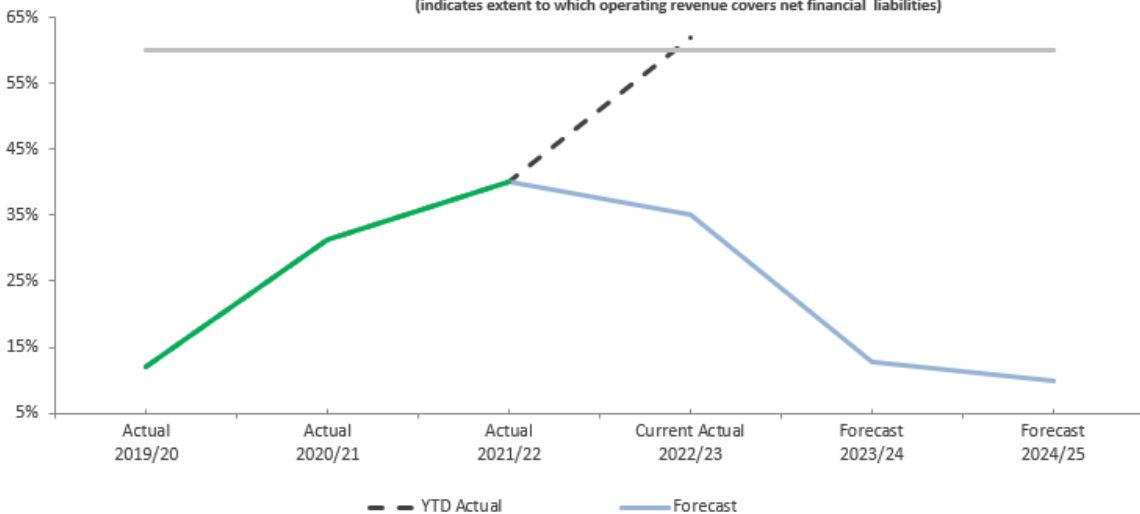
To account for the change in reporting of rates revenue, the ratio has also been presented excluding the liability for unearned rates revenue, as this does not recognise an obligation to pay, simply an accounting adjustment for reporting. The two will converge and be the same by June 2023, as all rates revenue is recognised on the Statement of Comprehensive Income.

Excluding unearned rates revenue provides a clearer picture, showing that the target ratio has been well exceeded.

Net Financial Liabilities Ratio			
CURRENT YTD	BUDGET	FORECAST	TARGET
61.95%	15.58%	35.10%	< 60%
Net Financial Liabilities Ratio (excl. unearned rates revenue)			
22.47%			

Net Financial Liabilities Ratio

(indicates extent to which operating revenue covers net financial liabilities)

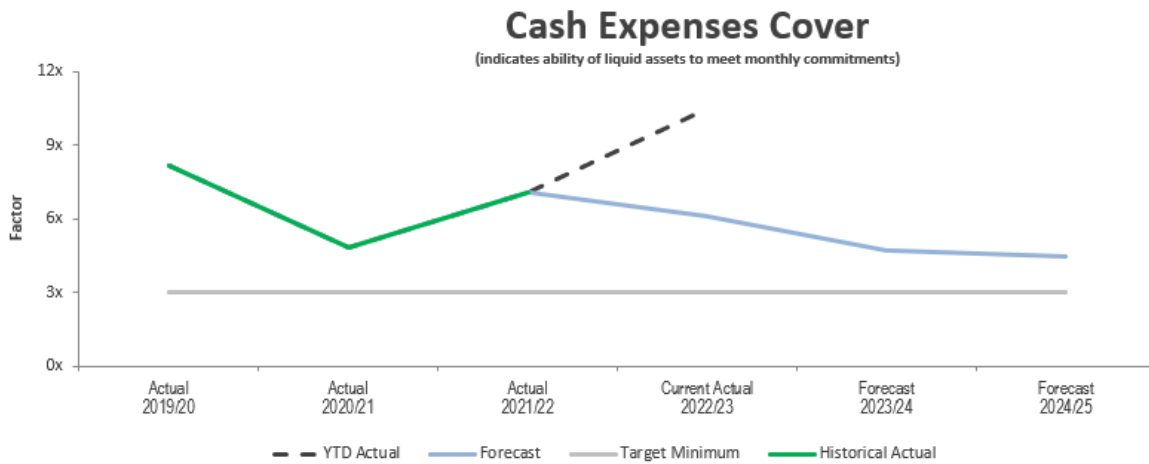


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Cash Expenses Cover Ratio

This ratio indicates the number of months that Councils cash balance could cover its monthly cash expenses. The current result reflects a continuing strong cash position proportional to operating costs.

Cash Expenses Cover Ratio			
CURRENT YTD	BUDGET	FORECAST	TARGET
10.47x	5.00x	6.11x	> 3x



Options, Risk and Opportunity Analysis:

Nil

Communication and Consultation:

The report seeks specialist input from the following internal sources:

- Procurement and supply – Manager Contracts and Procurement
- Vacancies – Recruitment, Remuneration and Benefits Business Partner
- Capital expenditure – Manager Works Planning and Scheduling
- Outstanding rates and prepaid rates – Manager Revenue Services

Legal Strategy and Policy Implications:

Council is required to receive an update at least monthly relative to its financial position, Section 204 Local Government Regulation 2012.

Financial and Resource Implications:

Nil

Summary:

Nil

GENERAL MEETING AGENDA 21 MARCH 2023

Anticipated Resolution Completion Date:

21 February 2023

Attachments:

1. Monthly Financial Statements for the period ending 28 February 2023
2. Operating Statements for the month end February 2023

Tabled Items:

Nil

Report Prepared by: Management Accounting Specialist

G/4.2. PROPOSED AMENDMENTS TO LOCAL LAW NO. 2 (ANIMAL MANAGEMENT) 2011 AND SUBORDINATE LOCAL LAW NO. 2 (ANIMAL MANAGEMENT) 2011

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 21 March 2023

File Ref: LE3.2

Purpose:

The purpose of this report is to seek Council approval to propose to make *Animal Management (Amendment) Local Law (No.1) 2023* and *Animal Management (Amendment) Subordinate Local Law (No.1) 2023*.

Officer's Recommendation:

That Council propose to make:

1. *Animal Management (Amendment) Local Law (No.1) 2023*; and
2. *Animal Management (Amendment) Subordinate Local Law (No.1) 2023*

as set out in Attachments 1 and 2 to the report.

Background:

A review of *Local Law No. 2 (Animal Management) 2011* and *Subordinate Local Law No. 2 (Animal Management) 2011* has been programmed for this calendar year.

Using information compiled as a result of:

- Issues raised internally in the administration of the Local Law and Subordinate Local Law;
- Recent changes in legislation and State Government policy and guidelines; and
- Public suggestions, enquiries and complaints progressively collected during the last 3 years (since the last review)

Officers have presented a number of proposed potential changes to the Local Law and Subordinate Local Law in the form of *Animal Management (Amendment) Local Law (No.1) 2023* and *Animal Management (Amendment) Subordinate Local Law (No.1) 2023*. It should be noted that there are no anti-competitive provisions identified in the proposed amending local law and amending subordinate local law.

A summary of the proposed changes presented for Council's consideration include:

1. Updating property descriptions, legislative and other related references that have changed since the implementation of the Local Law and Subordinate Local Law
2. Alignment of dog designations to support the State Government's position on no dogs in protected areas, such as National Parks and Conservation Parks where dogs are specifically prohibited, and areas identified as Matters of State Environmental Significance which has resulted in recommended changes prohibiting dogs on:
 - a. The foreshore adjacent to Wild Cattle Island National Park Tannum Sands
 - b. Springs Beach/Red Rock Beach Agnes Water through to Deepwater National Park; and
 - c. The northern tip of the Agnes Water Main Beach adjacent to Joseph Banks Conservation Park.

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3. Other Dog Related Issues:

- a. Set a minimum enclosure size for dangerous and menacing dogs via subordinate local law as the State Government recently removed this from the *Animal Management (Cats and Dogs) Regulation 2019*, to allow Local Governments and/or Authorised Officers to set the minimum size requirement
- b. An extension to the dog off-leash area for the Agnes Water main beach to commence from the Atlantis Boulevard Beach Access approximately 500m south of the existing Surf Club beach access
- c. Protection for the Rainbow Bee-Eater Bird Nesting Area, 1770 SES Grounds – Proposal is to make the 1770 SES Grounds dog on-leash during bird nesting season and off-leash for the balance of the year (current designation is off-leash all year round)
- d. Adjustment to the definition of ‘Multi Residential Areas’ to cater for developments that are multi-residential in nature but not ‘group titled’
- e. Amendment to the ‘Additional Minimum Standards’ requirement to include microchipping for dogs (in addition to the requirement under the *Animal Management (Cats and Dogs) Act 2008*) to allow a broader scope of enforcement action other than fines which currently is the only option available under the State legislation (ie. Other action available under a Local Law is the issue of Compliance Notices)
- f. Greyhounds – remove the requirement for greyhounds in the Greyhound Adoption Program that have achieved ‘Green Collar Approval’ from being muzzled when out in public places.

4. Animals other than Dogs:

- a. Racing Pigeons:
 - i. Increase the minimum allotment size for keeping racing pigeons to 1,000m² and no more than 20 racing pigeons in a designated town area over 1,000m².
 - ii. Minor amendments to definitions to ensure that there is clarity between pigeons and ‘racing pigeons’ which are the birds that are let out to free fly and can cause issues roosting on adjacent property
 - iii. Add a requirement to locate racing pigeon enclosures at the furthest most appropriate point from adjoining homes
 - iv. Adopt the Code of Practice – Keeping and Racing Pigeons to assist Officers in ensuring enclosures are maintained to the Queensland Racing Pigeon Federation’s recommended standards.
- b. Bees – exclude native stingless bees from the keeping and control of bees given that they do not present a risk to the wellbeing of residents and the amenity of residential living
- c. Cattle grazing on Unfenced Roads (Minimum Standards for Enclosures) – exclude stock grazing unfenced roads from the requirement to be fully enclosed on the property
- d. Remove from the Minimum Standards for an enclosure for ‘self-latching’ gates as it is impractical to require self-latching gates for keeping some animals, particularly those on primary producing land where gates need to be kept open when mustering/moving stock etc. This requirement to be added for only those animals that do require self-latching / self-closing gates (ie. keeping of dogs)
- e. Amendment to the ‘Additional Minimum Standards’ to include microchipping for cats to provide a broader scope of enforcement action other than fines (ie. Refer to 3(e) above - Compliance notices, etc.).

Options, Risk and Opportunity Analysis:

Option 1 – Adopt the Recommendation

This option will allow Council to address the issues identified in the background section of this report in a timely way.

The opportunities of this option are:

- The Local Law and Subordinate Local Law will remain current and relevant for the regulated purpose
- Residents will have the opportunity to input into the keeping and control of animals in their local community
- Provides an opportunity to address issues that arise in the practical monitoring and enforcement of the local law and Subordinate Local Law and associated changes to State law and policies.

The risks of this option are:

- There will be costs involved in conducting the review, community consultation and in implementing any resulting changes (ie. signage, monitoring compliance, advertising/amendment of public facing information, etc)
- There may be divergence of public opinion on issues which Council will need to consider and balance on behalf of the community, that could lead to community disharmony.

Option 2 – Adopt the Recommendation with amendments

This option has the same opportunities and risks as Option 1. The resolution to give this option effect would be:

‘That Council propose to make:

1. *Animal Management (Amendment) Local Law (No.1) 2023; and*
2. *Animal Management (Amendment) Subordinate Local Law (No.1) 2023*

as set out in Attachments 1 and 2 to the report, subject to the following amendments:

- *Insert amendment*
- *Insert amendment....’*

Option 3 – Delay the review of the Animal Management Local Law and Subordinate Local Law

Should Council consider there are other higher priority reviews, it may consider it appropriate to delay the review of the Animal Management Local Law and Subordinate Local Law.

The opportunities of this option are:

- A short-term saving in review costs and the allocation of Governance resources to other priorities

The risks of this option are:

- The issues identified by Officers in monitoring and administering the Local Law and Subordinate Local Law will continue to be problematic until changed
- The community may be seeking input into keeping and control of animals in the short term and seek earlier review
- The Local Law and Subordinate Local Law will have out of date legislative references and property descriptions which may lead to public confusion and potential legal challenge
- It will delay the alignment with State Government legislative and policy change.

Communication and Consultation:

Should Council elect to propose to make the amending local law and subordinate local law, a State Government interest check and public consultation process will be conducted in accordance with the legislative process outlined below. Submissions received as part of consultation will be brought back to Council to inform the amendment process.

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Internal consultation has been conducted with the following Teams involved in monitoring and working with the local law and subordinate local law including:

- Local Laws
- Environment and Conservation
- Biosecurity and Environmental Health.

Officer level consideration has been given to:

- Legislative references contained with the Local Law and Subordinate Local Law
- State Government guidelines relating to domestic animals and protected areas
- The input of local conservation groups that work with Council and other agencies on turtle nesting, fauna preservation and special projects such as the fox control program; and
- Suggestions, requests and complaints received from the community via the customer service request process since the last review of the Local Law and Subordinate Local Law three years ago.

Legal Strategy and Policy Implications:

The following legislation and policy govern the Local Law amendment process:

1. *Local Government Act 2009* (chapter 3, division 2);
2. *Local Government Regulation 2012* (chapter 3, part 1); and
3. GRC P-2018-10 Local Law-Making Process Policy.

The formal review of a Local Law/Subordinate Local Law will typically follow the process below:

1. Draft a proposed amending local law to include the Council considered content compiled as part of this initial assessment process
2. Council by resolution, propose to make an amending local law (report presented today)
3. Consult with relevant government entities about the overall State interest in the proposed amending local law (if required)
4. Consult the public about the proposed amending local law for at least 21 days (can be longer as determined by Council)
5. If the proposed local law contains anti-competitive provisions, comply with regulation requirements
6. Accept and consider public submissions from consultation
7. By resolution, decide whether to proceed, proceed with amendments as a result of consultation, or not proceed with the making of the amending Local Law
8. Publish a public notice about making the amending local law in the government gazette
9. Make the amending local law available for inspection and purchase
10. Provide a copy to the amending local law and a consolidated version of the local law containing the changes to the State Minister
11. Update Council's Local Law Register.

It is anticipated that should Council seek to proceed with the review and amend its Local Law and Subordinate Local Law the process would not be concluded until approximately June 2023 due to the legislative requirements.

Financial and Resource Implications:

There will be costs in obtaining specialist legal advice to support the review process. A quotation from King and Company has been received for \$8,000. King and Company are highly skilled in this area having drafted the Model Local Laws and Subordinates that most Queensland Councils currently use. Council's in-house legal counsel has other more pressing priorities for the business at this time and is unable to commit resources to the local law review process in the short term.

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Governance resources will be required to coordinate the review. Community Engagement resources will be needed to oversee the public consultation process. These resources are already budgeted for in the 2022/2023 financial year.

Summary:

A review of the Animal Management Local Law and Subordinate Local Law in the short term will provide the opportunity to update legislative and other references to keep pace with recent changes and to consider other matters as raised by Officers, Councillors and the community.

Anticipated Resolution Completion Date:

Due to the legislative processes involved, it is anticipated that the Local Law and Subordinate Local Law amendment process will be finalised by June 2023.

Attachments:

1. *Animal Management (Amendment) Local Law (No.1) 2023*
2. *Animal Management (Amendment) Subordinate Local Law (No.1) 2023*

Tabled Items:

Nil

Report Prepared by: Governance Business Partner

G/4.3. CONTESTABLE ENERGY SMALL SITES

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 21 March 2023

File Ref: PE1.1

Purpose:

The purpose of this report is to allow Council to consider providing the Chief Executive Officer with the authorisation to enter into a contestable energy supply agreement prior to endorsement by Council.

Officer's Recommendation:

That Council authorise the Chief Executive Officer:

1. to accept the best value price for contestable electricity supply, within 1 week of a price being submitted; and
2. to enter the subsequent agreement with the retail electricity provider.

Background:

The Queensland Government introduced full retail contestability on 1 July 2007. This allows all Queensland customers connected to the national electricity grid to enter an electricity supply contract with any electricity retailer. Typically, contestable electricity agreements are only favourable for large electricity users with consistent demands, i.e., connections with demands greater than 100 MW/annum. For lower electricity users, or users with fluctuating demands, tariff-based agreements are more cost effective. The annual savings between contestable energy and retail electricity supply (via Ergon) is approximately 11%, translating to approximately \$38,000 per annum.

The contestable electricity market is a fast-moving market with spot pricing adjusting half hourly to real time supply and demand conditions. The electricity market therefore does not align with Council's Contracting and Procurement Policy. Council Policy requires contracts above \$200,000 to be publicly advertised. Electricity Retailers will not typically respond to advertised tenders and typically will only hold their tendered prices for up to one week, which does not allow for the evaluation of offers and standard approval processes.

The current contract for retail electricity for small sites involving 18 Councils and 5 Not-For-Profit organisations expires on 30 June 2023.

Options, Risk and Opportunity Analysis:

Gladstone Regional Council along with 18 other Queensland Councils and 5 Not-For-Profit organisations, have agreed for Local Buy Network to tender for these services on their behalf.

The tender will nominate contract periods of 1, 2, 3 and possibly 4 years and the evaluation panel will then make a call regarding the best time period after reviewing the tenders received. We plan to also request an optional Green Power Purchase offering.

The timing between the receipt of offers, evaluation and contract execution will be very short and there is a risk if Council endorsement is required during this process that Council may miss out.

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The indicative timetable for this procurement activity is as follows:

- Data compilation and preparation of tender documents: February - March 2023
- Tender Period: March 2023
- Offer Validity Period including Tender Assessment: April 2023 (1 week).

Communication and Consultation:

Nil.

Legal Strategy and Policy Implications:

Utilising the services of Local Buy to negotiate a new electricity supply agreement is within the bounds of the Procurement Policy and Section 234 of the Local Government Regulation. Council would obtain competitive pricing for electricity as Local Buy Pty Ltd go to the market on Council's behalf.

The Chief Executive Officer requires authorisation to enter an electricity supply agreement on behalf of Council within 1 week of the prices being obtained above current financial delegation.

Financial and Resource Implications:

The estimated annual cost of the intended contract over a 3-year term is \$1,035,000 excluding GST or \$345,000 excluding GST annually.

Utilising Local Buy Pty Ltd will increase the purchasing power of Council to obtain more favorable pricing.

Summary:

Nil.

Anticipated Resolution Completion Date:

The contract will be executed by 30 June 2023.

Attachments:

Nil

Tabled Items:

Nil

Report Prepared by: Manager Contracts and Procurement

G/4.4. TENDER 91-23 INFLOW AND INFILTRATION (SMOKE TESTING) OF SEWER NETWORK

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 21 March 2023

File Ref: PE1.1

Purpose:

This report seeks resolution from Council to enter into a Preferred Supplier Arrangement with Detection Services Pty Ltd for the provision of Inflow and Infiltration (Smoke Testing) of the Sewer Network.

Officer's Recommendation:

That Council:

1. Endorse the Tender Evaluation Panel's recommendation and accept the offer from Detection Services Pty Ltd for Preferred Supplier Arrangement 91-23 Inflow and Infiltration (Smoke Testing) of Sewer Network; and
2. Authorise the Chief Executive Officer to enter into a Preferred Supplier Arrangement with Detection Services for an initial term to 30 June 2024 with options to extend for a further three (3) periods of one (1) year each.

Background:

Council seeks to appoint a suitably qualified and experienced Service Provider on a Preferred Supplier Arrangement ('PSA') to undertake network inflow/infiltration investigation works within the sewer reticulation system. The smoke testing will allow Council to make informed decisions regarding infiltration, displaced manhole lids and surrounds, defects and illegal connections into the sewer network within the region.

Options, Risk and Opportunity Analysis:

On 19 November 2022, Council released an Invitation to Tender ('ITT') to the open market via VendorPanel, in accordance with the tender process requirements set out in section 228 of the Local Government Regulation 2012.

The tender closed on 17 January 2023, with two (2) conforming submissions received.

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The offers were evaluated by a panel of subject matter experts, based on the criteria disclosed in the ITT which included:

Objective Evaluation Criteria	Weighting
Proposed Program/Schedule meets GRC timing requirements and includes all key milestones/tasks	20%
Offer demonstrates understanding of the scope and GRC's requirements and includes a Resourcing Plan which addresses all aspects of the scope and GRC's requirements.	35%
Nominated past projects performed meet GRC's experience requirements	25%
Proposed Key Personnel have the qualifications and experience required by GRC	20%

The submission from Detection Services Pty Ltd was assessed by the evaluation panel as sufficiently meeting Council's requirements of the tender.

The tender evaluation panel recommends the submission from Detection Services Pty Ltd as it presents the best overall offer to Council.

Appointment to a PSA gives no guarantee or representation as to the volume or value of orders to be issued by Council and term extensions are at the sole discretion of Council.

Communication and Consultation:

Regular meetings between the project team, stakeholders and the contractor will take place throughout the delivery of the project.

Legal Strategy and Policy Implications:

Council sought offers via VendorPanel in accordance with the Local Government Regulation 2012, Local Government Act 2009 and Council's Procurement Policy P-2021-01.

Council's endorsement of this tender award is in accordance with the Register of Delegations - Exercise of Statutory Powers and Financial Delegation Register.

The Officer's recommendation is based on the evaluation methodology and criteria in the ITT. There are risks associated with Council awarding a contract contrary to the officer's recommendation.

If Council is not satisfied with the evaluation methodology and criteria or the application thereof, Council may refer the matter back to officers for re-evaluation.

In the interests of probity, an amendment to the evaluation methodology and/or criteria may require referral back to tenderers so that they can each have the opportunity to make any changes to their offers having regard to the amended criteria prior to re-evaluation.

Financial and Resource Implications:

The estimated expenditure under this contract over the entire potential term (4 years & 3 months) of this PSA is \$1.3M and is contained within operational expense budgets.

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Summary:

The offer from Detection Services Pty Ltd meets Council's requirements for award of this Preferred Supplier Arrangement.

Anticipated Resolution Completion Date:

The contract will be awarded in April 2023.

Attachments:

1. CONFIDENTIAL 91-23 Offer Evaluation Report.

Tabled Items:

Nil

Report Prepared by: Manager Contracts and Procurement.

G/4.5. MATERIAL CHANGE OF USE FOR OUTDOOR SPORT AND RECREATION DA/81/2022 LOT 300 CORONATION DRIVE TANNUM SANDS

Responsible Officer: General Manager Customer Experience

Council Meeting Date: 21 March 2023

File Ref: DA/81/2022

Development Application:

Application Number:	DA/81/2022
Applicant:	Gladstone Regional Council
Owner:	Gladstone Regional Council
Date Of Receipt:	22 December 2022
Location:	Lot 900 Coronation Drive
RPD:	Lot 900 SP 152499 & Lot 901 SP152507
Area:	9.925 Ha
Current Use Of Land:	Vacant
Zoning:	Emerging Communities
Proposal:	Outdoor Sport and Recreation
Submissions Close Date:	N/A
Number Of Submissions:	Nil

Purpose:

The purpose of this report is to provide an assessment of Development Application DA/81/2022 for a Material Change of Use of Premises for Outdoor Sport and Recreation Use, located at Lot 900 Coronation Drive, Tannum Sands.

Executive Summary:

The development application seeks approval for a Material Change of Use Outdoor Sport and Recreation at Lot 900 Coronation Drive, Tannum Sands. The subject site is zoned Emerging Communities under the Gladstone Regional Council Planning Scheme Version 2 and the development is listed as Code Assessable. The development application did not require referral to any state government agencies, nor did it require public notification as it is a code assessable application.

The proposed development is supported by detailed planning studies which confirm the site is suitable for the proposed use. The proposal is considered to constitute the timely conversion of non-urban land to an urban purpose when needed to meet community needs and therefore meets the requirements of the Emerging Communities Zone Code.

The proposed development generally complies with the requirements of the planning scheme and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. The application is therefore recommended for approval.

Subject Site:

The site is located at Lot 900 Coronation Drive, Tannum Sands, has a total area of 9.95 hectares and direct road frontage to Coronation Drive. The subject site is vegetated, vacant of any land uses or structures, and is zoned Emerging Communities. The site is predominately surrounded by residential dwellings on land located within the Low-density residential zone to the north, south and west, and vacant land to the east. Further south of the property and within the locality of the subject site 75 & 105 Tannum Sands Road that is currently approved (DA/32/2019) for Aged Care Accommodation (84 Units) & Retirement Facility (100 Units). The locality of the subject site is provided in figure 1 below.



Figure 1 – Locality of subject site – aerial photo

Background:

There have been several Council Resolutions in relation to the Boyne Tannum Aquatic Recreation Centre on Lot 900 on SP152499, notably:

- The motion to adopt the Boyne Tannum Aquatic Recreation Centre Feasibility Study, 2018 was carried on 22 January 2019 (G/19/3624).
- The motion to adopt the recommendations of the Boyne Tannum Aquatic Recreation Centre Options Analysis and select Lot 900 on SP 152499 Coronation Drive as the preferred site for the development of the Boyne Tannum Aquatic Recreation Centre was carried on 2 June 2020 (G/20/4206).
- The motion to adopt the concept design and updated master plan for the Boyne Tannum Aquatic Recreation Centre and submit a Material Change of Use development application was carried unanimously on 15 March 2022 (GM/22/4695).

Proposal:

The development application seeks approval for a Material Change of Use Outdoor Sport and Recreation. Referred to as the Boyne Tannum Aquatic Recreation Centre, the proposal is designed to meet both current and future aquatic recreation needs of the Boyne / Tannum communities. The proposal includes:

- A FINA standard, 8 lane 50 metre outdoor heated pool with bulkhead.
- Distinct recreational zone with a twin waterslide attraction.
- Kiosk and general amenities, green space with shaded turf seating areas and spectator embankment.
- All abilities access (pool ramp) and pool shading for sun safety and comfort.
- Carparking and landscaping.

The proposal plans are provided in the figures below.

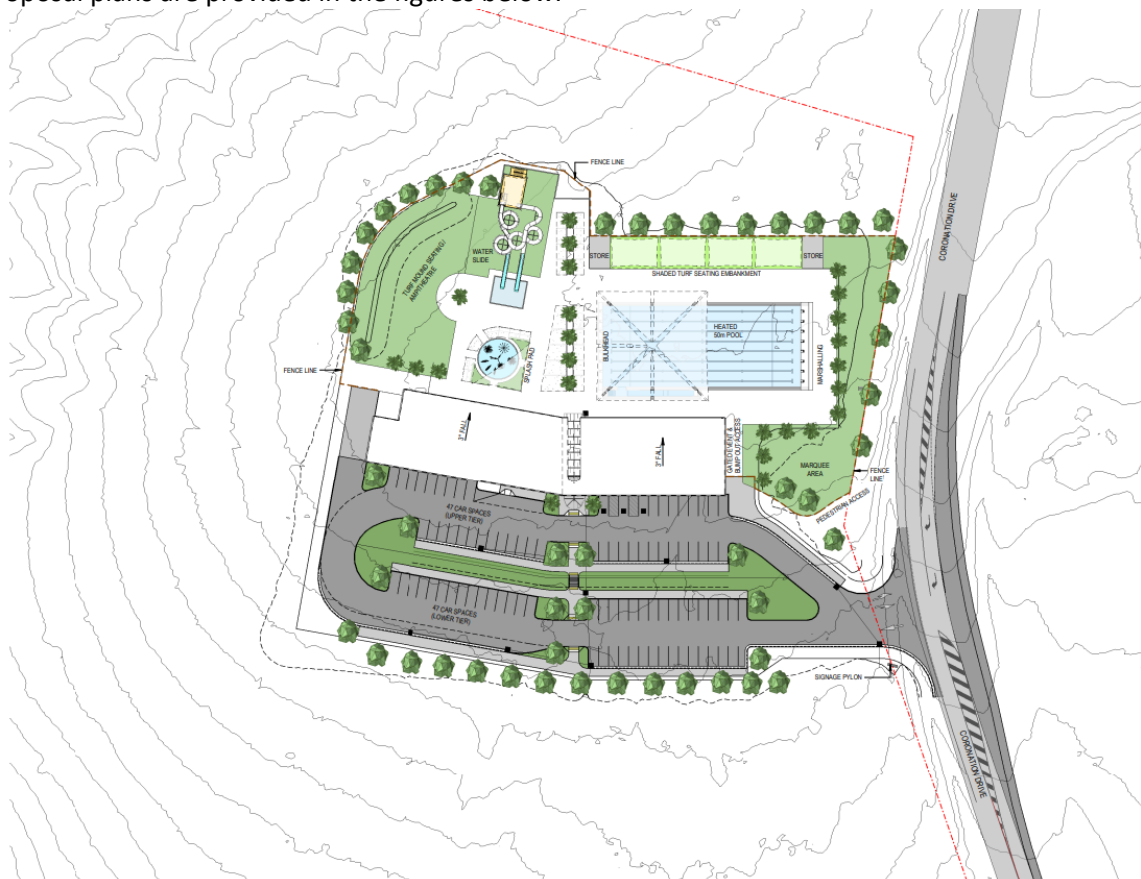


Figure 2 – Site Plan

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Figure 3 – Floor Plan

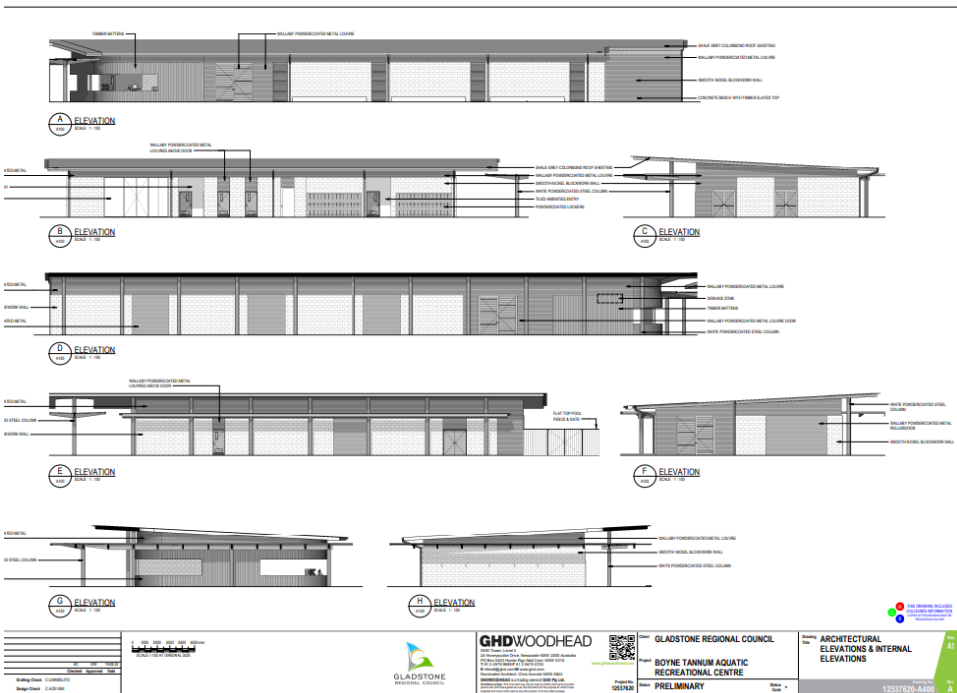


Figure 4 – Elevation Plans



3D CONCEPT VIEW
NOT TO SCALE

Figure 5 – 3D concept View

Adopted Infrastructure Charges Notice:

The application is subject to calculation against the *Gladstone Regional Council Adopted Infrastructure Charges Resolution (No. 1) – 2015 – Amendment No. 2 (AICR)*.

Existing Lawful Use		Proposed Use		
Planning Scheme Definition	GFA	Planning Scheme Definition	GFA	Associated Levied Charge
Vacant	N/A	Outdoor Sport and Recreation	802m ²	N/A - subject to a 100% variation.

As Gladstone Regional Council is the applicant and the development is for a community use (ie. Must be a not-for-profit development that will not be competing with other business in the region) or for an item of essential local government infrastructure the charge is subject to a 100% variation.

Referral:

The application did not require referral to any state agency.

Public Notification and Submissions:

The application did not require any Public Notification as it is Code Assessable development. Adjoining owners were notified of the proposal with letters sent on 17 February 2023; however, no submissions were received.

Assessment:

Statutory Planning:

In accordance with the Planning Act 2016, code assessable applications are required to be assessed against the relevant provisions of the various State Government planning instruments and assessment benchmarks in the local categorising instrument being the Gladstone Regional Council Planning Scheme 2017 Version 2.

State Planning Policy

The State Planning Policy (SPP) July 2017 identifies matters of state significance. The State interests relevant to the development footprint as determined by SPP online mapping include:

- Biodiversity:
 - MSES – Wildlife Habitat (endangered or vulnerable, special least concern animal)
 - MSES – Regulated Vegetation (essential habitat)

- Natural Hazards, Risk and Resilience
 - Bushfire Prone Area (Medium potential bushfire intensity, Potential impact buffer).

The Gladstone Regional Planning Scheme reflects all the relevant SPP interests and therefore an assessment against Part E – Interim Development Assessment Requirements of the SPP is not required. An Assessment with respect to bushfire hazard assessment and Biodiversity Values assessment is included within the planning scheme assessment under the Bushfire Hazard Overlay, and the Biodiversity Overlay.

Planning Scheme Requirements:

In accordance with Planning Scheme Table of Assessment for a Material change of use in the Emerging community zone, the proposed Outdoor sport and recreation use is Assessable Development subject to Code Assessment. The relevant codes prescribed by the planning scheme are:

- Emerging community zone code
- Development design code
- Landscaping code
- Overlay codes:
 - Acid sulfate soils overlay code
 - Bushfire hazard overlay code

The proposal has been found to be generally compliant with the assessment benchmarks applicable to the proposal with the pertinent issues further discussed below.

Emerging Community Zone Code

The planning scheme lists the following overall outcomes for the Emerging Community zone:

- a) *Development of land that is considered generally suitable for urban purposes only occurs after detailed planning studies have been undertaken to identify scenic, environmental and infrastructure constraints and opportunities.*
- b) *Interim development does not compromise the future development potential of the area for urban purposes and uses that are incompatible with residential uses are not encouraged.*

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- c) *Development is based upon the efficient provision of infrastructure, consideration of environmental constraints and desired settlement pattern for the area.*
- d) *Significant historical, architectural, topographic, landscape, scenic, social, recreational and cultural features and associations, as well as natural habitat areas, wildlife corridors, wetlands and waterway corridors are protected and enhanced.*
- e) *Proposed roads and other transport corridors are coordinated and interconnected to ensure pedestrian, bike, public transport and private vehicles have accessibility between neighbourhoods, centres and other locations.*
- f) *Development responds to land constraints, including but not limited to topography, bushfire and flooding.*

The application material includes detailed planning studies including environmental and infrastructure constraints assessments. The reports demonstrate that land is generally suitable for urban purposes and that the proposed outdoor sport and recreation use on this site in the chosen location:

- will minimise fragmentation of the vegetation within the study area which is considered to have low to moderate ecological value,
- will enhance natural habitat areas, wildlife corridors, wetlands and waterway corridors (see Biodiversity Overlay Section of this report in relation to recommended conditions)
- will maintain the safety and efficiency of existing transport networks and does not result in unacceptable impacts on the current and future, safety and efficiency of the local road network
- is consistent with the desired settlement pattern with the Boyne Tannum Structure where the extent of emerging communities zoned land (including adjoining lots) is identified as suitable for community facilities, residential and centre (commercial) based uses
- will be capable of connecting and being serviced by all required trunk infrastructure including road, sewer, water, electricity and telecommunications
- stormwater management can be provided in accordance with all relevant State and Council standards
- is not subject to flood risk and bushfire can be mitigated to an acceptable level of risk in accordance with legislative requirements.

Therefore, the proposed development is considered to comply with the requirements of the overall outcomes of the Emerging Communities Zone Code. With respect to the performance outcomes within the zone code the following outcomes are considered relevant and have been addressed as follows:

Performance Outcome	Assessment Compliance
<p>PO6 New urban communities are established whereby:</p> <ul style="list-style-type: none"> g) there is an overriding community and economic need; and h) development is supported by a Plan of development. 	<p>The development will contribute to the existing community and will expand the services and opportunities provided within the existing urban community of Boyne Island Tannum Sands. Development of a public swimming pool facility has been long identified as one of the highest social infrastructure needs for the Boyne / Tannum Community given that access to a public swimming pool for the community is currently a minimum 25 minute drive to Gladstone. Through a detailed options and site analysis phase, the applicant chose the subject site as the most feasible site for development.</p>

	<p>Key attributes that contributed to the selection of this site include:</p> <ul style="list-style-type: none"> o Land parcel held in Council ownership. o Emerging Community zoning under the Gladstone Regional Council Planning Scheme which includes outdoor sport and recreation as an envisaged land use (code assessable). o Centrally located in close proximity to established residential areas as well as identified urban expansion areas. o Close proximity to primary and secondary schools. o Close proximity to the Tannum Sands Shopping Centre. o Located on an existing public transport route. <p>As discussed above, the proposed development is supported by detailed planning studies which confirm the site is suitable for the proposed use. The proposal is considered to constitute the timely conversion of non-urban land to an urban purpose when needed to meet community needs and therefore complies with the intent of PO6.</p>
<p>PO7 Development responds sensitively to on-site and surrounding topography, drainage patterns, utility services, access, vegetation and adjoining land use, such that:</p> <ul style="list-style-type: none"> i) any hazards to people or property are avoided j) any earthworks are minimised k) the retention of natural drainage lines is maximised l) the retention of existing vegetation is maximised m) damage or disruption to sewerage, stormwater and water infrastructure is avoided, and n) there is adequate buffering, screening or separation to adjoining development. 	<p>The proposed 1.7 hectare development footprint of the facility is located centrally within the 9.95 hectare site. This results in a development outcome that provides a maximum separation from adjoining residential land uses whilst also providing for the retention of significant tracts of vegetation in an urban setting. The chosen location on the site has been optimised through a comprehensive development options process which included consideration of ecological features, access and surrounding topography. The development is therefore considered responsive to the natural features of the site and is compliant with the requirements of PO7.</p>
<p>PO8 Development maintains a high level of amenity within the site and minimises impacts on surrounding areas, having regard to:</p> <ul style="list-style-type: none"> o) noise 	<p>Technical assessments have been prepared in support of the proposal including a noise impact assessment, traffic impact assessment and lighting assessment. The reports demonstrate that the proposed development is unlikely to have an unreasonable impact on the</p>

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<ul style="list-style-type: none"> p) traffic and parking q) visual impact r) signage s) odour and emissions, and t) lighting. 	<p>amenity of the surrounding locality. Therefore, the development is considered to comply with PO8.</p>
<p>PO9 Development is to:</p> <ul style="list-style-type: none"> u) minimise noise dust, odour or other nuisance from existing lawful uses including adjoining industrial uses v) minimise nuisance caused by noise, vibration and dust emissions generated by the state-controlled road and rail network in the vicinity of land in the low density residential zone. 	<p>The development is sited with adequate separation to adjoining residential zoned land and therefore is unlikely to unreasonably impact in relation to noise, dust, odour and other nuisances. The development complies with PO9 and it is noted that the Environmental Protection Act 1994 ensures ongoing mitigation of any potential nuisances.</p>
<p>PO10 All buildings must:</p> <ul style="list-style-type: none"> w) be associated with the Outdoor sport and recreation activity, and x) low in scale and density. 	<p>The proposed development includes buildings and structures that are associated with the new Aquatic Centre. The proposed buildings are considered low in scale, being less than 8.5m high and largely 1 storey in height. The application has not provided elevations of the proposed waterslide; however, the applicant has stated it will comply with the height requirements of the scheme therefore, a condition is recommended that the applicant is to provide elevations of the waterslide demonstrating compliance with the height requirement prior to lodgement of building works applications.</p> <p>The development is also considered low density which includes open space and recreation area interspersed within the facility. Therefore, the proposal is considered to comply with PO10.</p>
<p>PO11 Development provides adequate separation, screening and buffering from any adjoining residential premises or residential zone so that residential privacy and amenity is not adversely affected.</p>	<p>Proposed buildings associated with the development are setback a minimum of 30 metres from the front property boundary. All other side and rear building setbacks are in excess of 30 meters from the boundary given the building footprint's central location within the site. The natural landscape will be retained between the development footprint and the residential property boundaries and with the addition of fencing and landscaping it is unlikely that the development will adversely impact on residential amenity therefore complying with PO11.</p>
<p>PO12 Outdoor lighting does not adversely affect the</p>	<p>A Technical Lighting Assessment was submitted with the application material. The report</p>

amenity of adjoining properties or create a traffic hazard on adjacent roads.	confirms that the development will ensure light emanating from any source will comply with Australian Standard AS4282 Control of the Obtrusive Effects of Outdoor Lighting. Therefore the development complies with PO12.
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Development Design Code

The purpose of the development design code is to:

- a. Ensure all development is provided with appropriate infrastructure, services and parking provisions.
- b. Ensure development manages stormwater and wastewater as part of the integrated total water cycle and in ways that help protect the environmental water values specified in the [Environmental Protection \(Water\) Policy 2009](#).
- c. Protect surface water and ground water.
- d. Ensure adverse impacts of development on the environment and the amenity of the locality are avoided.

Councils existing infrastructure network is demonstrated in Figure 6 below. The site benefits from existing water mains and stormwater network services within and fronting the allotment. The sewer mains run along the rear of the Dunn Street and Gregory Terrace allotments which provide adequate drainage options for the proposed development footprint.

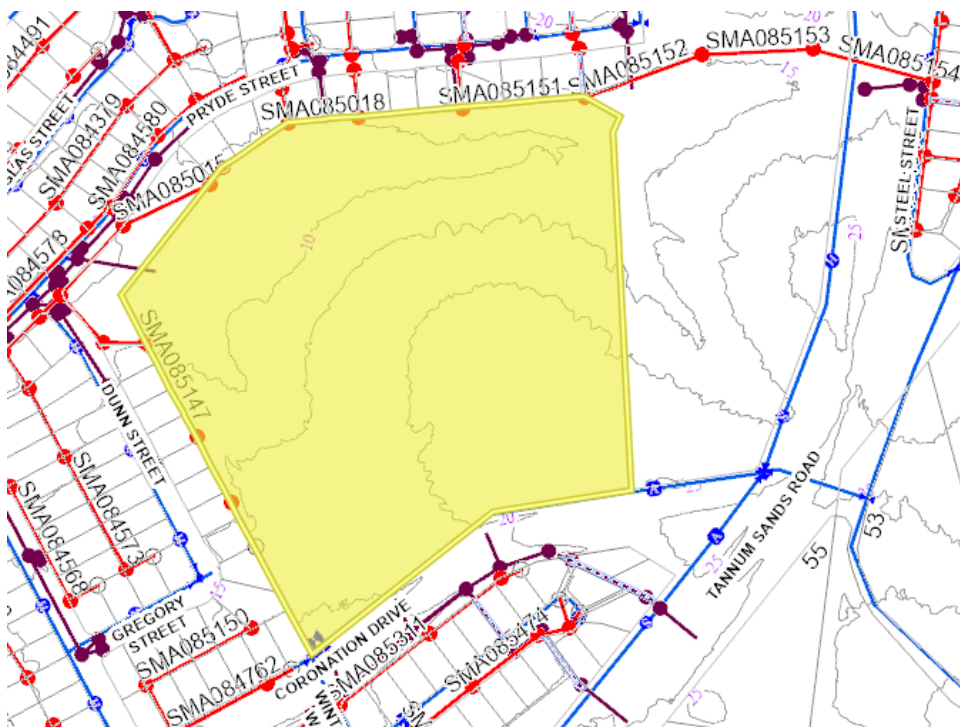


Figure 6 – Stormwater, Water and Sewer Main infrastructure

The proposal demonstrates compliance with the Development Design Code as follows:

Infrastructure Requirements

- The subject site is to be connected to Council's reticulated water supply network. A new metered authority water supply with appropriate backflow prevention is to be provided to supply potable water to the proposed facility.
- The proposed development will provide adequate flow and pressure (20 l/sec @ feed performance). Fire pumps and/or water storage will be established if required.
- The proposed development will be connected to Council's reticulated sewerage treatment system. A sanitary drainage system shall be provided to connect all fixtures and equipment throughout the proposed facility to the authority sewer network on Coronation Drive.
- The proposed development will consist of the appropriate waste water removal infrastructure and not discharge into any waterways
- The proposed development will be connected to electricity and telecommunications infrastructure
- A bin storage room has been included as part of the building design and as demonstrated in the Traffic Impact Assessment, a waste collection vehicle will be able to enter and exit the site in a forward gear
- The Stormwater Management Assessment submitted as part of the application demonstrates that the proposed development in the post development scenario, results an additional 10 mm of water is simulated in the basin, which has contributed to an additional 0.009 m³ /s flowrate, which is within the modelling tolerance limit. As such, the results show that there is no impact as a result of the infrastructure. The existing lawful point of discharge from the site (see flow path in figure 7 below) will remain unchanged and is seen to flow through a natural watercourse and an existing detention basin.

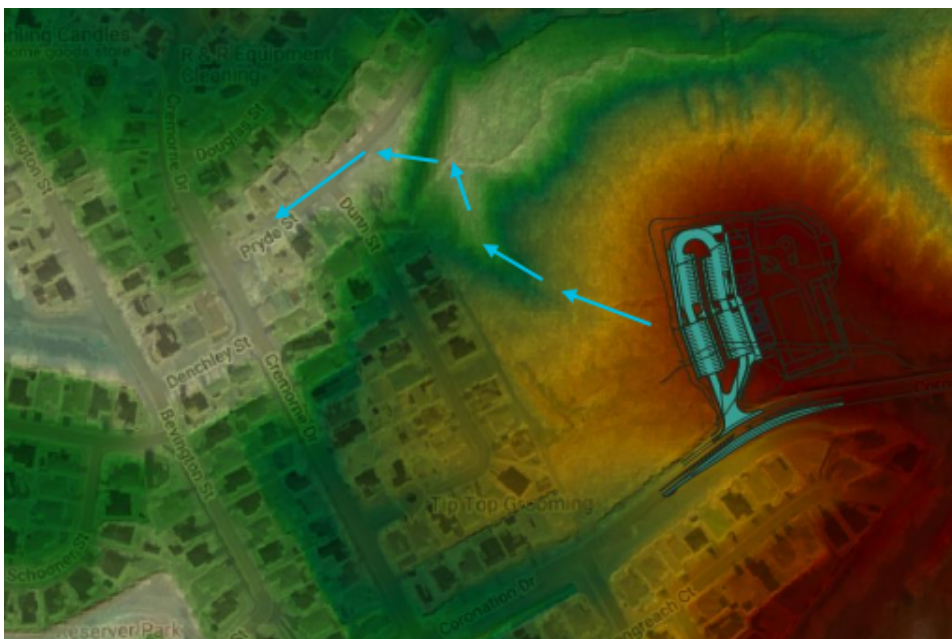


Figure 7 Stormwater flow path from development

Earthworks

The location of the development has been selected as the most level area of the site and terraced carparking proposed to minimise earthworks, however pool and building pads still need to be prepared. Site preparation will include clearing of existing vegetation, excavation to create a level pad, and excavation to the pool depth. Earthworks will be contained within the development site with noise and dust emissions to be mitigated during the construction period and managed by conditions as part of any Operational works approval.

Parking and Access

The proposed development will consist of 94 car parking spaces including three (3) parking spaces for People with a Disability (PWD), with a minimum of six (6) bicycle parking spaces (as a condition), and a coach set down area.

The planning scheme requires 1 space per 20m² GFA for an Outdoor sport and recreation use. The proposed development has a GFA of 802m² and this equates to a minimum requirement of approximately 40 car parks. Therefore, the proposed car parking of 94 spaces is considered to be sufficient to meet the needs of the use including the ability to cater for Regional or National Events.

The proposed access driveway via Coronation Drive (see figure 8 below for aerial of existing Coronation Drive) is proposed to be designed and constructed in accordance with Engineering design planning scheme policy, and in accordance with AS2890 as amended. It is noted that the design of the access driveway has been certified by a Registered Professional Engineer of Queensland. In accordance with Austroads' "Guide to Road Design Part 4: Intersections and Crossings – General", and the expected traffic volumes accessing the proposed development, a Channellised Right Turn is required (see figure 9 below) on the westbound approach of Coronation Drive to the proposed access to the BTARC. The left turn movement on the eastbound approach of Coronation Drive can be accommodated within the existing through movement



Figure 8– Aerial photo of Coronation Drive Road fronting the subject site

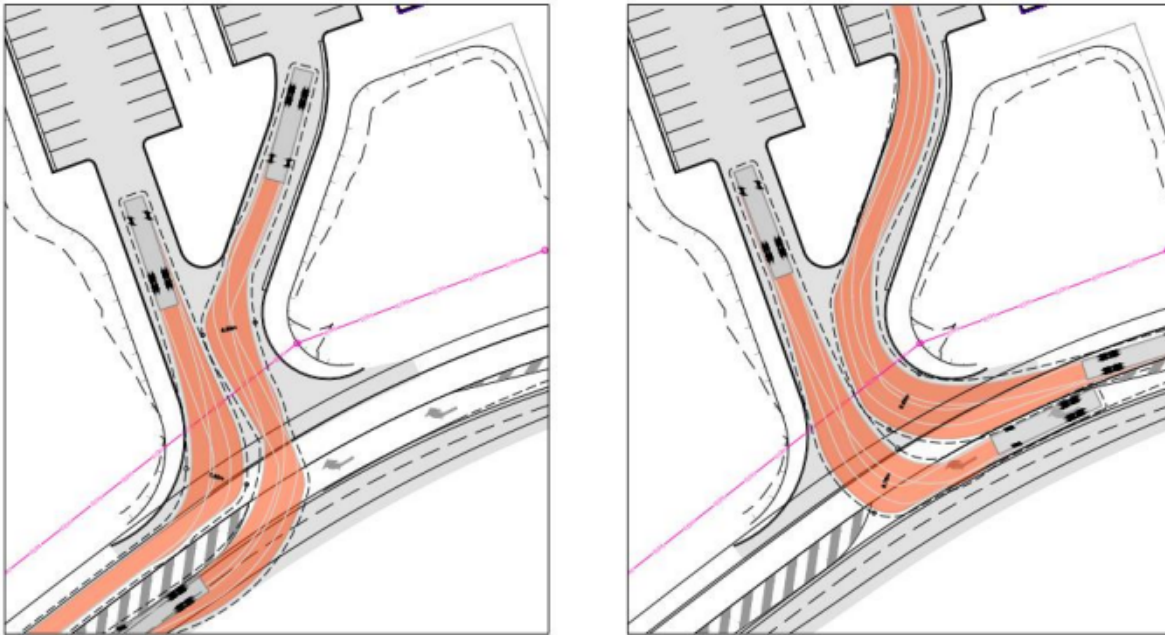


Figure 9– Proposed Access to subject site.

Footpaths

Footpaths have not been proposed by the applicant, however a condition is recommended to require the construction of the pedestrian footpaths for the full lot frontage of Coronation Drive to link up with the existing footpath on the corner of Coronation Drive and Tannum Sands Road. This will ensure compliance with planning scheme outcomes which require footpaths to be provided for the full frontage and connect to the existing footpath network as per AO13. The addition of a footpath for this development will benefit the wider community by providing access (including mobility challenged access) to those patrons who may not utilise cars to access the site such as students and the future residents at approved Aged Care and Retirement Living developments located within walking distance of the site. Active and healthy living communities are to be encouraged by well planned, connected and fit for purpose infrastructure.

Public Transport

The development is approximately 740m from the Boyne Tannum Coles Bus stop and 460m from the Tannum High School bus stop. The current public transport route follows Cremorne Drive and currently does not include the higher order road of Coronation Drive (see figure 10 below). PO33 of the Development Design Code requires development to enhance connectivity between existing and future passenger transport facilities and other transport modes by providing direct linkages for passengers between existing and future public transport facilities. With the establishment of a major regional Recreation and Aquatic Centre it is considered necessary to provide public transport opportunities for the public to directly link the facility via public transport. The logical extension to the bus network to include Coronation Drive as the higher order road is consistent with the intent of establishing uses (commercial, community, residential type uses as per the Boyne Tanum Structure Plan) within the land zoned emerging communities that has frontage to Coronation Drive. Therefore, a condition is recommended for the development to provide a bus stop facility within Coronation Drive and for the applicant to negotiate with the public transport provider to provide a direct link along Coronation Drive.



Figure 10 – Bus route for Tannum Sands

Landscaping code

The proposal includes indicative landscaping within the submitted plans and demonstrates the development is capable of and has considered areas for landscaping. Detailed landscaping plans will be required to be provided as part of the further development permits for operational works.

Overlay codes

Acid sulfate soils overlay code

A portion of the development footprint falls within the 5-20m AHD Acid sulfate soils overlay. The majority of the site including the excavation area for the pool is outside of the mapped overlay area. Preliminary geotechnical investigations were undertaken as part of the concept design phase which confirmed the suitability of the development footprint for the proposed facility. A Site Specific Acid Sulfate Soil Assessment was also prepared for the proposal, which confirmed negligible levels of potential acid sulfate soils (PASS) through soil testing. In any case, given the earthworks associated with the proposed development, a condition has been included to ensure the development is conducted in accordance with the Queensland Acid Sulfate Soil Technical Manual.

Bushfire hazard overlay code.

A site-based Bushfire Management Plan and Hazard Assessment was submitted as part of the application and was prepared by Queensland Bushfire Planning. The development and implementation of a specific Emergency Response Plan will address all risk factors and ensure an acceptable level of risk with regard to people or property being exposed to harm in the event of a bushfire. A condition to carry out development in accordance with the recommendations of the Bushfire Management Plan is recommended to satisfy the requirements of the Bushfire Hazard Overlay code.

Biodiversity Overlay Code

It is acknowledged that the proposed development footprint remains outside the mapped biodiversity overlay areas under the planning scheme (see figure 10 below). The SPP mapping (see figure 11), however, represents an additional version of the MSES vegetation mapping and includes additional MSES mapped areas and therefore it is considered necessary to have regard to the Biodiversity Overlay Code.

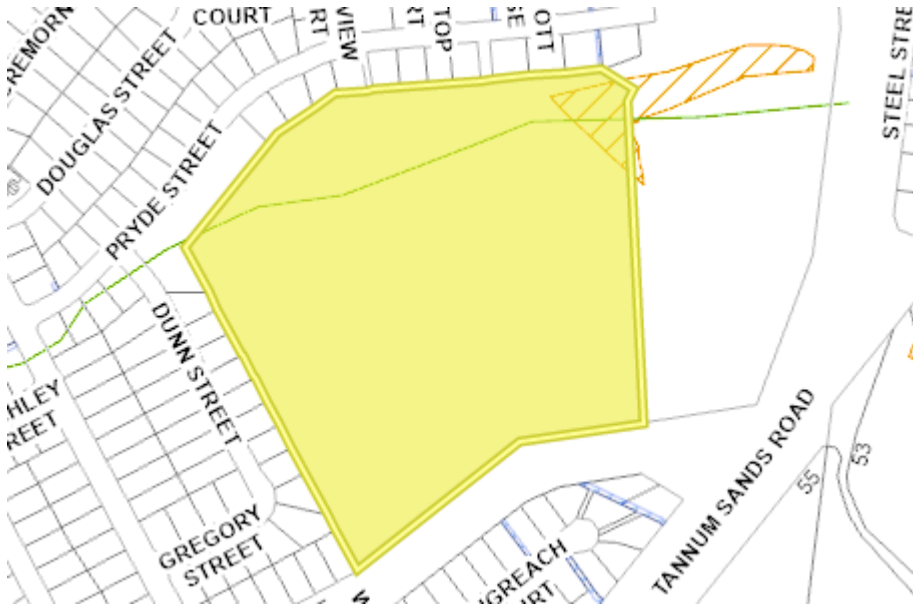


Figure 10 Biodiversity Overlay Mapping within Planning scheme – MSES Vegetation intersecting a waterway and MSES Wildlife Habitat



Figure 11– State Planning Policy Biodiversity Mapping at subject site. MSES – Wildlife Habitat (endangered or vulnerable, special least concern animal) and MSES – Regulated Vegetation (essential habitat)

The applicant has submitted an Ecological Assessment Report as part of the application material. The proposed development will result in the removal of approximately 1.7 ha of native vegetation from the site with 8.2 ha being retained. The Ecological Assessment prepared by Eco Solutions and Management concludes:

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“The subject site is considered to have a low to moderate ecological value due to a history of vegetation disturbance, landform modification and urbanisation of the surrounding areas. The study area is most likely to be used by cosmopolitan species suited to using modified urban environments. Further the study area has low connectivity values and may be used as stepping-stone habitat by only the most highly mobile fauna species. It is possible that the Koala may occur in the study area at times but this is likely to be very infrequent. The study area is unlikely to provide habitat critical to the survival of any threatened, near threatened or migratory fauna species”

Although the study area is considered unlikely to support any resident Koalas and the habitat is considered to be of marginal quality due to the low number of mature trees and degree of urbanisation of the surrounding area. In accordance with planning scheme requirements a registered spotter catcher will be required to be on site during all vegetation clearing operations to ensure that no Koalas are present during clearing operations and to monitor the vegetation clearing process to ensure impacts to fauna are minimised.

In the context that clearing is proposed, it is noted that while the site contains least concern remnant vegetation, the development application does not require referral to SARA for native vegetation clearing. This is because the clearing is determined to be exempt clearing work in accordance with Schedule 21 of the Planning Regulation 2017 (clearing of a least concern regional ecosystem for an urban purpose in an urban area).

Therefore, based on the above circumstances the clearing of the vegetation to facilitate the development footprint is considered to comply with the intent of the Biodiversity Code as the impacts are minimised to areas that are considered to have low to moderate ecological value.

It is noted, the whilst the development footprint has been considered in relation to the potential impacts on biodiversity values, the proposal also seeks to discharge stormwater into the mapped MSES - Regulated vegetation (intersecting a watercourse) at the rear of the site. Whilst the stormwaters report has indicated that the increase in stormwater into the watercourse is within the tolerance limit and there is no impact as a result of the infrastructure. The application has not explored the opportunity for the development to positively impact on the biodiversity values of the natural watercourse and furthermore how the development could enhance the biodiversity values of the site (including the waterway).

The Biodiversity code and the overall outcomes of the Emerging Community zone code require development to not only minimise their impact on the environment but also to enhance the natural values of the site. The application has not proposed any biodiversity enhancement of the site; therefore, a condition is recommended that as part of the Operational Works for Landscaping a Rehabilitation and Enhancement plan is submitted to Council demonstrating how the development will contribute to the enhancement of the ecological values on the site in accordance with the Biodiversity Code requirements.

Conclusion and Reasons for Decision

The proposed development generally complies with the requirements of the planning scheme and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. The application is therefore recommended for approval.

Statement of Reasons:

The following provides the Notice of Reasons under section 63(5) of the *Planning Act 2016*:

Description of the development:

The development application seeks approval for a Material Change of Use Outdoor Sport and Recreation at Lot 900 Coronation Drive, Tannum Sands.

Assessment benchmarks:

Benchmarks applying to the development:	Benchmark reference:
<i>Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2</i>	<ul style="list-style-type: none"> • <i>Acid Sulfate Soils Overlay Code;</i> • <i>Bushfire Hazard Overlay Code;</i> • <i>Emerging Communities Zone Code;</i> • <i>Development Design Code; and</i> • <i>Landscaping Code.</i>

Reasons for the assessment managers decision:

1. The Application was properly made in accordance with the *Planning Act 2016* and the Development Assessment Rules; and
2. The Application is deemed compliant with the relevant benchmarks (listed above) of the *Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2*.
3. The proposed development is supported by detailed planning studies which confirm the site is suitable for the proposed use. The proposal is considered to constitute the timely conversion of non-urban land to an urban purpose when needed to meet community needs and therefore meets the requirements of the Emerging Communities Zone Code
4. Relevant conditions have been recommended to ensure compliance with specific outcomes of the planning scheme within the Development Design Code including (but not limited to); requirements to provide a footpath for the frontage of Coronation Drive and connecting to the existing footpath on the corner of Tannum Sands Road, and a bus stop to ensure public transport opportunities to the development.
5. Having regard to the purpose and overall outcomes of the Biodiversity Code and as required by overall outcome (d) of the Emerging Communities Zone Code, conditions have been recommended in relation to the enhancement of biodiversity values on the site as SPP mapping and Biodiversity Overlay mapping have identified MSES wildlife habitat, regulated vegetation and vegetation intersecting a watercourse on the subject site.

Reasons for approval despite any non-compliance with certain benchmarks:

The proposal is considered to comply with the relevant benchmarks as it consistent with the overall outcomes and purpose of each code.

Relevant matters for impact assessable development:

N/A

Matters raised in submissions for impact assessable development:

N/A

Matters prescribed by a regulation:

1. *The State Planning Policy July 2017 – Part E;*
2. *The Our Place Our Plan Gladstone Regional Council Planning Scheme, Version 2*

Anticipated Completion Date:

Any approval for a Material Change of Use will have a 6 year currency period under the provisions of the Planning Act 2016.

Officer's Recommendation:

That Development Application DA/81/2022 for a Material Change of Use of Premises for an Outdoor Sport and Recreation (Aquatic Centre), located at Lot 900 Coronation Drive, Tannum Sands be approved, subject to the following reasonable and relevant conditions

Approved Documentation

1. Development is to be carried out generally in accordance with the submitted application including the following plans and supporting documentation except where amendments are required to satisfy the conditions of this approval:

Drawing Number	Revision	Description	Author	Date
12537620-A050	A	Site Plan	GHD Woodhead	19.06.22
12537620-A100	A	General Arrangement and Roof Plan	GHD Woodhead	19.06.22
12537620-A101	A	General Arrangement Plan	GHD Woodhead	19.06.22
12537620-A110	A	50m Pool and Grandstand	GHD Woodhead	19.06.22
12537620-A115	A	Waterslide and Splash Pad	GHD Woodhead	19.06.22
12537620-A400	A	Elevations & Internal Elevations	GHD Woodhead	19.06.22
12537620-A450	A	Sections	GHD Woodhead	19.06.22

And supporting documents

Document Number	Revision	Description	Author	Date
22040		Boyne Tannum Aquatic Recreation Center Ecological Assessment Report	Eco Solutions & Management	November 2022
12537620	B	Boyne Tannum Recreation Centre Traffic	GHD	19.08.22

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		Impact Assessment		
12537620	B	Boyne Tannum Recreation Centre Stormwater Management Plan	GHD	19.08.22
7582	01	Boyne Tannum Recreation Centre Desktop Cultural Heritage Due Diligence Assessment	Niche Environment and Heritage	09.11.22
		Lighting Impact Assessment: Boyne Tannum Aquatic and Recreation Centre	Light Naturally	07.12.22
CQ21635		Acid Sulfate Soil Assessment	CQ Soil Testing	21.12.22
	1	Bushfire Management Assessment	Queensland Bushfire Planning	December 2022
227401.0166.R0 1	1	Noise Impact Assessment	Trinity Consultants Australia Pty Ltd	20.12.22

Special Conditions

2. Prior to the lodgement of a Development Permit for Building works, elevation plans must be submitted for approval by Council for the proposed Water Slide Tower inclusive of perforated panels or trellises that demonstrate a maximum height of 8.5 meters.

Operational Works Requirements

3. A Development Permit for Operational Works must be obtained from Council prior to the commencement of construction. The Development Application for Operational Works is to include the following:
 - a. Earthworks (including retaining walls);
 - b. Road works (including signage and driveway);
 - c. Stormwater Management (quantity, quality, flood and drainage control);
 - d. Erosion and Sediment Control (as applicable)
 - e. Lighting, electrical and telecommunications; and
 - f. Vegetation clearing and environmental protection
 - g. Landscaping, Footpath, fencing and associated works.

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4. As part of the first application for a Development Permit for Operational Works, the Applicant must submit for approval a detailed Environmental Management Plan (Construction Plan), which addressed, but is not limited to, the following matters:
 - a. Water quality and drainage;
 - b. Erosion and silt/sediment management;
 - c. Acid Sulfate Soils;
 - d. Top soil management;
 - e. Interim drainage plan during construction;
 - f. Construction program;
 - g. Geotechnical issues;
 - h. Emergency vehicle access;
 - i. Noise and dust suppression; and
 - j. Waste management.
5. As part of any Development Permit for Operational Works, the Applicant must submit and comply with the approved Environmental Management Plan for the development works.
6. As part of the any Development Permit for Operational Works, the Applicant must submit for approval an outdoor lighting plan that is designed in accordance with the Australian Standard AS4282 that considers the subject site and adjoining sensitive residential land use receptors.
7. Development Applications for Operational Works shall be designed and constructed in accordance with Australian Standards, the Engineering Design Planning Scheme Policy under the Our Place Our Plan Gladstone Regional Council Planning Scheme or any other applicable standards at the time of lodgement. Prior to the commencement of the use, all Operational Works required by this approval must be accepted "on maintenance" by Council.

Advisory Note: The Capricorn Municipal Development Guidelines within the Engineering Design Planning Scheme Policy is the current document for preparing any Development Application for Operational Works which is found at <http://www.cmdg.com.au/index.htm>.

8. All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in Coronation Drive.
9. All Development Permits for Operational Works must be obtained prior to the issue of a Development Permit for Plumbing and Drainage Works and Building Works.

Acid Sulfate Soils

10. As part of any Development Application for Operational Works, the Applicant must submit an Acid Sulfate Soil Investigation and Management Report to Council for approval. The Management Report is to:
 - a. Be prepared by a suitably qualified person experienced in the area of Acid Sulfate Soils
 - b. Determine whether the proposed works will expose/disturb Acid Sulfate Soils;
 - c. Detail the measures to be undertaken to reduce the risk of Acid Sulfate Soils during construction and operation; and
 - d. Be in accordance with the Guidelines for Sampling and Analysis of Lowland Acid Sulfate Soils in Queensland 1998 as per the Queensland Acid Sulfate Soil Technical Manual.

Noise and Air Quality

11. At all times, the Applicant must adhere to the recommendations and restrictions within the approved Noise Report.
12. Prior to commencement of use a Noise Management Plan is to be submitted to Council for approval. The Management measures for inclusion in the plan are:
 - a. Design and mitigation measure of plant and equipment
 - b. Regular maintenance of fixed plant according to manufacturer specifications.
 - c. Management and restrictions on use of public address system
 - d. Provision of signage to keep noise to a minimum during early morning and evening operations.
 - e. Major events to be limited to 7 am to 6 pm only.
13. At all times, the development must achieve the noise generation levels set out in the *Environmental Protection (Noise) Policy 2019*, as amended.
14. At all times, the development must achieve the air quality design objectives set out in the *Environmental Protection (Air) Policy 2019*, as amended.
15. At all times, waste and service deliveries should not occur between the hours of 4am to 7am to ensure the management strategies to minimise noise impacts to the adjacent residential uses are upheld.

Building, Plumbing and Drainage Works

16. The Applicant is required to obtain a Development Permit and Building Final for Building Works in accordance with the *Planning Act 2016*. Construction is to comply with the *Building Act 1975*, the National Construction Code and the requirements of other relevant authorities.
17. The Applicant is required to obtain a Development Permit for Plumbing and Drainage Works and Plumbing and Drainage Final in accordance with the *Planning Act 2016*. Construction is to comply with the *Plumbing and Drainage Act 2018* and the requirements of other relevant authorities.
18. Prior to the commencement of the use, all plant and equipment (including air conditioners, exhaust fans and the like) are to be housed, screened and located so that these do not cause environmental nuisance or harm to residential uses in the surrounding area.
19. Prior to the commencement of the use, the development is to incorporate a variety of at least four different textures, colours and designs within the external façade of the building. Details of the proposed colour scheme, materials and finishes for all external areas of the building are to be submitted to Council for approval prior to the issue of a Development Permit for Building Works.
20. As part of Building Works, all outdoor lighting is to be constructed in accordance with the approved Outdoor Lighting plan.
21. Prior to the commencement of the use, all lighting at ground level and associated with illuminating ground level areas must be focused downwards and be provided with hoods, shades or other permanent devices to direct illumination downwards and not allow upward lighting to adversely affect the residential uses on this site and the adjoining the sites.

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22. As part of the first Development Application for Building Works, the Applicant is to submit for approval by Council End of trip facilities for both female and male users. The End of trip facilities should include, but not be limited to the following:
- a. Lockers;
 - b. Change rooms; and
 - c. Showers and sanitary compartment

Advisory note: the minimum requirements for End of Trip facilities can be located within the Queensland Development Code – MP 4.1 Sustainable Buildings – End of Trip Facilities.

Water Infrastructure

23. Prior to the commencement of the use, a water service connection is to be provided from Council's water supply infrastructure to the front property boundary. The location and size of the water service (and any associated fire service) is to be determined in consultation with Council.
24. Prior to the commencement of the use, connections to Council's live water reticulation network must be carried out by Council. The cost of these works is to be borne by the Applicant.

Advisory Note: Council's Application for Water Service is found at <http://www.gladstone.qld.gov.au/forms>.

Sewerage Infrastructure

25. Prior to the commencement of the use, all sanitary drainage is to drain into a new 1050mm diameter privately owned maintenance hole within the development site, before connection to Council's sewerage infrastructure. The location and size of the sewer service is to be determined in consultation with Council.
26. Prior to the commencement of the use, connections to Council's live sewerage network must be carried out by Council. The cost of these works is to be borne by the Applicant.

Advisory Note: Council's Application for Sewer is found at <http://www.gladstone.qld.gov.au/forms>.

27. Prior to the commencement of the use, the Applicant is required to obtain a Trade Waste Permit to discharge trade waste to the Sewer in accordance with Council's Trade Waste Approval Process prior to Plumbing Final being issued.

Advisory Note: Applications for Trade Waste Discharge can be found at <http://www.gladstone.qld.gov.au/trade-waste-approval-process>.

28. As part of Building Works, sealed and raised bunding is to be constructed around all areas that may result in potential chemical contamination for overland flow.
29. Details of the pool draining management and discharging to the infrastructure is to be provided to Council for approval as part of Operational Works approval. The Backwashing of the pools will be required to divert pool water to a suitably sized holding tank, prior to discharging to the sewer.

Stormwater Infrastructure

30. Upon commencement of the use, all stormwater runoff must be piped from roofed areas and discharged to a kerb and channel drainage system in a Council controlled road, or an approved inter allotment stormwater drainage system, in accordance with Queensland Urban Drainage Manual 2017.
31. All ongoing maintenance and management actions necessary for any proposed stormwater quality management devices must be carried out by suitably qualified person(s) in a timely manner. A completed log book must be maintained and available on-site for inspection by Council and /or relevant authorities.

Transportation Services

32. As part of Operational Works application, the Coronation Drive access must be provided and constructed in accordance with the recommendations of the Traffic Impact Assessment, prepared by GHD. A Channellised Right Turn is required on the westbound approach of Coronation Drive to the proposed access of the development. The left turn movement on the eastbound approach of Coronation Drive shall be accommodated within the existing through movement. All works are to be constructed in accordance with the requirements of the Capricorn Municipal Development Guidelines (CMDG).

Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.

33. Prior to the commencement of the use, a minimum of 94 car parking spaces and two loading bays are to be constructed on site generally in accordance with the approved plans, including designated disabled car parking spaces. These spaces and all vehicle movement areas are to be constructed, sealed, line marked, provided with wheel stops and maintained in accordance with the Engineering Design Planning Scheme Policy under the Our Place Our Plan Gladstone Regional Council Planning Scheme and AS2890.1.
34. Prior to the commencement of the use, a minimum of 6 bicycle spaces are to be constructed onsite within 30m walking distance to the entry of the use. All bicycle spaces are to be constructed in accordance with AS2890.3 (2015).
35. Prior to the commencement of the use, any damage to the driveway crossing and kerb and channel shall be repaired at the owner's expense and to Council's Standard Drawing Urban Commercial/Industrial Driveway.

Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.

36. Prior to the commencement of the use, all grassed footpath areas disturbed by the development are to be top dressed and turfed following completion of construction activity.
37. Prior to the commencement of the use, any manholes located on the proposed driveway are to be covered with Class D Covers to AS 3996, and are to be maintained at finished surface levels and remain accessible at all times.
38. Prior to the commencement of the use, construction of a 2.5 metre wide concrete footpath for the full extent the lot frontage and extending to connect to the existing footpath on the corner of Coronation Drive and Tannum Sands Road in accordance with Council's Standard Drawing Concrete Pathway/Bikeway Details.

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Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.

39. As part of Operational Works, the Applicant must construct all internal /external pedestrian footpaths including (but not limited to) those within the approved plan package.
40. Prior to the commencement of use, provide a designated public bus stop within the frontage of Coronation Drive, accessible to the development. The Bus stop is to include appropriate bays, shelters, disability access, seating and bus information systems in accordance with Council's Bus Stop Standards for an Intermediate Bus Stop including standard drawings GRC-B-001, 002, 003, 004, 005, 006, 007, 008, 009, & 010, and drawing numbers CB3924-10101310-01, 02, & 03. The applicant must construct the bus stop including any associated road works as part of the Operational Works application.
41. The applicant must provide confirmation of the proposed route for public transport along Coronation Drive has been endorsed by the public transport provider and submit to Council as part of the operational works application.

Retaining Walls

42. As part of Operational Works, any new retaining walls which are visible from the road reserve, must receive a surface treatment such as rendering or cladding to maintain the visual amenity of the streetscape. The treatments must complement the proposed colour pallet of the development.

Landscaping & Biodiversity Values

43. Vegetation clearing is to be limited to the development footprint of the Outdoor Sport and Recreation Centre and carried out as part of an Operational Works approval. A vegetation clearing plan is to be submitted to Council for approval and should include:
 - a. A Monitoring and Remediation Plan in accordance with best practice
 - b. A requirement for spotter catcher to be on site during all vegetation clearing operations
 - c. Mitigation measures to ensure impacts to fauna are managed
 - d. Reporting to Council of outcomes
44. A Biodiversity Rehabilitation Plan is to be submitted to Council for approval and the works carried out as part of an Operational Works Approval. The Rehabilitation Plan should demonstrate that development enhances riparian vegetation along watercourses and drainage corridors, by incorporating appropriate buffering, rehabilitation and restoration. The plan is to include the protection and enhancement of MSES and their underlying ecological processes, habitat and biodiversity values by:
 - a. using site appropriate and locally occurring native species
 - b. replicating as far as practicable, the species composition and structural components of healthy remnant vegetation and associated habitats, including understorey vegetation, and
 - c. excluding environmental weeds, declared plants and other non-native plants likely to displace native flora or fauna species or degrade habitat.
45. As part of the first Development Application for Operational Works, a full Landscaping Plan is to be provided in accordance with Table 9.3.5.3.2 - Plant Species List of the Landscaping Code of the Our Place Our Plan Gladstone Regional Council Planning Scheme and the Capricorn Municipal Development Guidelines - Landscaping C273 Construction Specification. The full Landscaping Plan is to be certified by a Landscape Architect and reflect the current approved plan.

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Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.

46. As part of the first Development Application for Operational Works, all landscaping areas are to be constructed with an appropriate irrigation system. Details of the irrigation system are to be provided as part of the full Landscaping Plan.
47. As part of the Development Application for Operational Works, street trees are to be constructed as per the approved Landscaping Plan and with Table 9.3.5.3.2 - Plant Species List of the Landscaping Code of the Our Place Our Plan Gladstone Regional Council Planning Scheme and the Capricorn Municipal Development Guidelines - Landscaping C273 Construction Specification.

Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.

48. At all times, the Applicant must ensure ongoing maintenance and replanting of the landscaped areas (if required) is maintained.
49. Prior to the commencement of the use, construction of a minimum 1.8m high screen fence to the development footprint, other than those areas where the building acts as boundary line must be completed. Details of the proposed fencing are to be submitted with any Development Application for Operational Works.

Waste Management

50. Prior to the commencement of the use, refuse bins are to be provided in accordance with the approved Waste Management Plan.
51. Prior to the commencement of the use, the waste storage area/s are to be sufficient in size to house all waste collection containers including recycling waste containers. The waste storage area/s must be suitably enclosed and imperviously paved, with a hose cock and hose fitted in close proximity to the enclosure to ensure the area can be easily and effectively cleaned.
52. Prior to the commencement of the use, open storage areas shall be adequately screened so as not to detract from the visual amenity of the area. One way of achieving compliance with this condition is as follows:
 - a. Outdoor storage areas are situated in locations not visible from the street; and
 - b. A 1.8m solid screen fence is located around storage areas.

Environmental Health

53. A food business licence application is to be submitted to Council for approval in accordance with the *Food Act 2006*. This licence is required prior to the commencement of the use.

Advisory Note: Applications for Food Business Licenses can be found at <http://www.gladstone.qld.gov.au/forms>.

54. A Food Design Application is to be submitted to Council for approval in accordance with the *Food Act 2006*. This licence is required prior to the lodgement of any Development Application for Building Works.

Advisory Note: Applications for Food Business Licenses can be found at <http://www.gladstone.qld.gov.au/forms>.

Lawful Commencement

55. Prior to the commencement of this use, the Applicant is to request a Compliance Inspection be undertaken by Council to confirm that all conditions of this Development Permit are considered compliant.
56. Upon receipt of confirmation from Council that all conditions of this Development Permit are considered compliant, the Applicant is to notify Council within 20 business days that this approved use has lawfully commenced.

Attachments:

1. Proposal Plans
2. Traffic Impact Assessment, Stormwater Management Plan, Cultural Heritage Assessment and Lighting Impact Assessment
3. Ecological Assessment, Bush fire Management Plan and Assessment, Noise Impact Assessment, Acid Sulfate Soil Assessment

Tabled Items:

Nil

Report Prepared by: Planning Officer

G/4.6. TOURISM SERVICES AGREEMENT - GLADSTONE AREA PROMOTION AND DEVELOPMENT LIMITED

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 21 March 2023

File Ref: ED2.1

Purpose:

The purpose of this report is to seek Council endorsement of the proposed funding approach for Council's Tourism Services Agreement with our Regional Tourism Organisation, Gladstone Area Promotion and Development Limited (GAPDL).

Officer's Recommendation:

That Council:

1. Provide matched funding to that received from Tourism Events Queensland (TEQ) to Gladstone Area Promotion and Development Limited (GAPDL) and develop a workplan in collaboration with GAPDL, appropriate to the level of funding.
2. In accordance with Section 235(b) of the Local Government Regulation 2012, is satisfied that due to the specialised nature of the services sought, it would be impractical or disadvantageous for Council to invite quotes or tenders to deliver the Tourism Workplan; and
3. Delegates authority to the CEO to negotiate an agreement with Gladstone Area Promotion and Development Limited for a term of one year, with an option for Council to extend for up to a further two years.

Background:

Council has engaged Gladstone Area Promotion and Development Limited (GAPDL) as the Regional Tourism Organisation (RTO) to deliver tourism services for the Gladstone Region for more than 16 years. It is understood that Council has not previously had the capacity to effectively deliver Tourism services and activities internally.

Agreements have been entered on a 3-year basis with outcomes negotiated at the start of each term and annual workplans implemented. The current 3-year agreement expires on 30 June 2023 and negotiations for a new agreement are due to commence.

For the past six years, Council has funded GAPDL to the value of \$393,000 per year, split into core and contestable funding requests (\$300,000 per year core and \$93,000 per year contestable). In addition, Council provides funding of between \$2,200 and \$6,600 for each cruise ship visit to Gladstone to support the Feast on East markets.

Tourism and Events QLD (TEQ) also provide funding to GAPDL which requires dollar for dollar matching from strategic partners. This is referred to as Tourism Network Funding (TNF) and measures visitation to the Region, website statistics and 'Best of QLD Experience' providers. Council has historically matched TEQs funding contribution dollar for dollar, as GAPDL's strategic partner.

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In September 2022, TEQ formally advised GAPDL that their funding contribution for 2023/24 (and assumed beyond) will be reduced to \$284,000, a reduction of \$109,000.

Options, Risk and Opportunity Analysis:

Option One – Recommended Option

Council match TEQ's funding of \$284,000 and utilise existing council internal resources to deliver the shortfall in work, with a specific focus on liveability programs and campaigns. A budget allocation would need to be made to this work internally.

It should be noted that GAPDL have advised that a reduction in funding from TEQ and Council will likely result in a review of their organisational structure and resources.

Option Two

Council increase funding to GAPDL to \$500,000 and continue to receive the current level of service, at a greater cost.

- Consideration must be given to what is not funded in order to increase funding to GAPDL.
- An additional \$109,000 is not getting any greater outcome for council, rather the same level of service.

Option Three

Council maintain current level of funding \$393,000, understanding that the level of service will decrease

- Even with Council maintaining its funding, the level of service will decrease due to the financial shortfall.
- The workplan prepared by Council will still require alignment with TEQ's deliverables. If Council request a workplan that deviates from this (eg. with a focus on livability), the funding will be spread thinner and lower quality outcomes achieved.
- May still present concerns around GAPDL's financial sustainability.

Council could also give consideration to funding the operations of Visitor Information Centres, as an addition to core and contestable funding.

Council could consider the State Government's proposal to introduce a Visitor Levy, which Council would collect, to help offset additional funding. This would require detailed review of the proposal and a separate resolution of Council.

Communication and Consultation:

General Manager Community Development and Events
General Manager Strategy and Transformation
Manager Strategy and Improvement
Economic Development Specialist
Gladstone Area Promotion and Development Limited

Legal Strategy and Policy Implications:

The current Service Level Agreement with GAPDL expires on 30 June 2023 and all options for extension have been exercised. If Council intends to continue to engage the services of GAPDL, Council is required to endorse a new agreement from 1 July 2023.

Financial and Resource Implications:

Option One – Recommended Option

Presents better value for money for Council. Current human resources can deliver the additional work. Budget would need to be allocated to deliver the work.

Option Two

Nil impact on human resources. Significant financial impact for the same deliverables.

Option Three

Nil impact on human resources and nil impact on current financial resources, however outcomes will be impacted.

Summary:

Council is required to endorse a funding approach for engagement of GAPDL, under a Tourism Services Agreement due to commence July, 2023.

Tourism Events Queensland has confirmed a reduction in funding to GAPDL for the 23/24 financial year which has put increased pressure on Local Government to cover the financial shortfall.

Three options for funding approaches have been considered by Officers.

Anticipated Resolution Completion Date:

Contract commencement – 1 July 2023

Attachments:

Nil

Tabled Items:

Nil

Report Prepared by: Manager Arts and Entertainment

G/4.7. COMMUNITY INVESTMENT PROGRAM - SIGNATURE EVENT APPLICATION

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 21 March 2023

File Ref: GS 3.1

Purpose:

To consider the recommendation of the Community Investment Panel on an application received under the Impact and Signature Event Funds.

Officer's Recommendation:

That Council:

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

Application ID	Applicant	Project	Recommended Amount
IMPACT-OOR-1	Mt Larcom & District Show Society	2023 Mt Larcom Show	\$21,250
SIG00006	Gladstone Festivals and Events	Gladstone Harbour Festival	\$37,500 cash / \$85,000 in-kind
Total Funding Recommended			\$58,750 cash / \$85,000 in-kind

and

2. Authorise the Chief Executive Officer or delegate to finalise and execute funding agreements with the successful applicants detailing relevant entitlements and conditions.

Background:

The Impact and Signature Event Funds sit within the Community Celebration Fund. This overarching fund enables the development and delivery of initiatives and projects that facilitate community connection through events. Applications should demonstrate alignment to the following objectives:

- **Social & Community** drives social and community outcomes, including community pride and cohesion;
- **Destination** enhances the profile and appeal of the Gladstone Region;
- **Financial Sustainability** demonstrates financial sustainability;
- **Environmental Sustainability** demonstrates environmental sustainability;
- **Economic Impact** generates economic activity in the Gladstone Region;
- **Overnight Visitation** attracts external visitation specifically generating overnight visitor expenditure.

Impact Event funding provides support for events for that demonstrate tourism and regional economy benefits and attract 2,500 to 5,000 participants, with 10% out-of-region visitors.

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The following Impact Event application has been received for consideration:

Application ID	Applicant	Project	Requested Amount
IMPACT-OOR-1	Mt Larcom & District Show Society	2023 Mt Larcom Show	\$25,000
Total Funding Requested			\$25,000

The Signature Event fund offers support for events that drive the primary criteria of destination profile, economic impact and overnight visitor expenditure. Attracting visitors that invest in the region and target **over 25% out-of-region visitor attendance**.

The following Signature Event application has been received for consideration:

Application ID	Applicant	Project	Requested Amount
SIG00006	Gladstone Festivals and Events	Gladstone Harbour Festival	\$50,000 cash / \$95,000 inkind
Total Funding Requested			\$50,000 / \$95,000

Panel Assessment Process

In accordance with the Community Investment Policy (P-2021-09) and Community Investment Corporate Standard (CS-2021-07), the eligible applications have been assessed by the Panel.

Panel assessment is undertaken using an assessment matrix to score each application against Key Selection Criteria (KSC) to determine an order of merit. The overall score (ranking) is used to inform the recommendation. The table below defines the KSC, weighting and definition of score applied in the assessment matrix:

KEY SELECTION CRITERIA (KSC)	Impact Event Weighting	Signature Event Weighting
KSC 1: Drives social and community outcomes, including community pride & cohesion	20	22.5
KSC 2: Enhance the profile and appeal of the Gladstone region	20	22.5
KSC 3: Generates economic activity in the Gladstone region	20	20
KSC 4: Demonstrates financial sustainability	10	5
KSC 5: Demonstrated environmental sustainability	10	5
KSC 6: Attracts external visitation specifically generating overnight visitor expenditure	20	25

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RATING MATRIX	
GREEN = Score 75% and above Full Funding	The application has <u>met or exceeded</u> all assessment criteria Applicants are offered 100% of funding requested
ORANGE = Score 65%-74% Partial Funding	The application has <u>met most</u> assessment criteria Applicants are offered 85% of funding requested
YELLOW = Score 56%-64% Partial Funding	The application <u>meets some</u> of all assessment criteria Applicants are offered 75% of funding requested
RED = Score 55% and below No Funding	The application <u>does not meet</u> any assessment criteria No funding offered

Options, Risk and Opportunity Analysis:

As per the Community Investment Policy, an assessment was undertaken by a panel to consider the applications. Individual panel member scores are captured within the Smarty Grants portal and collated in an assessment matrix.

The Community Investment Panel recommendation is summarised within this table:

Applicant	Project	Project Location	Applicant Request	Panel Score	Recommendation
			Cash / Inkind		Cash / Inkind
Mt Larcom & District Show Society	2023 Mt Larcom Show	Mt Larcom	\$25,000 cash	2.80	\$21,250
Gladstone Festivals and Events	Gladstone Harbour Festival	Gladstone Region	\$50,000 cash / \$95,000 inkind	2.41	\$37,500 cash / \$85,000 inkind
Total Funding			\$100,000 cash / \$95,000 inkind		\$58,750 cash / \$85,000 inkind

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Panel commentary that supports the Panel recommendation is included below:

2023 MT LARCOM DISTRICT SHOW	
Project Dates	24/06/2023 to 25/06/2023
Organisation Name	Mt Larcom & District Show Society
Objective Alignment	Impact Events
Brief Project Description	<p>The Mt Larcom & District Show is an annual agricultural show that occurs every June in Mt Larcom. This event has wide appeal as it includes various events and entertainment to attract all ages, genders and interests.</p> <p>The following activities are available at the show:</p> <ul style="list-style-type: none"> • Horse & horse sports events, cattle showing and judging, dog showing and judging, poultry showing and judging, bird showing and judging. • Pavilion Arts and crafts showing and judging. • Animal nursery and Petting Zoo, Chainsaw and Woodchopping competitions. • Educational sites - SES, Rural fire brigade, Snake and Dangerous animal education, small engines demonstrations, Food Court, variety of entertainment for all - Face painting, Children's entertainment, Bands and bars. Show rides and a large selection of trades sites.
Target Audience / Project Beneficiaries	<p>Our largest target audience is the Gladstone, Rockhampton and surrounding council districts as they are the majority of our entrants to various events. We then further target all areas of Queensland with increased advertising. We advertise with the Grey Nomads website and target travelers with local signage. Our attendees are equal across all age groups, cultures and genders.</p> <p>We feel we can still increase our attendance levels by marketing ourselves more outside Central Queensland. We are targeting increased numbers of patrons also from the Gladstone region.</p>
Total Amount Requested	\$25,000
Total Project Cost	\$254,148
Previous Funding Received	\$25,000 in 2022
Panel Score	2.80 = 70%
Panel Commentary	<p>Mt Larcom Show is a valued community event providing social interaction, learning and experiences to residents and visitors.</p> <p>The event meets the criteria as it drives community pride and social cohesion, showcasing the Mt Larcom area and involving many community members, groups and volunteers.</p> <p>To strengthen the application, data to support feedback would strengthen application, and steps have been taken this year to improve data collection.</p> <p>Calculations on overnight visitation numbers through talking to local caravan park/hotel would also support the application.</p> <p>Overall, each response met the criteria, and the application could</p>

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	be strengthened with further evidence to improve the score.
Panel Recommendation	Based on the application and scoring matrix, the panel would recommend partial funding of 85% of cash requested amount, \$21,250.

GLADSTONE HARBOUR FESTIVAL	
Project Dates	06/04/2023 to 09/04/2023
Organisation Name	Gladstone Festival and Events Assoc Inc
Objective Alignment	Signature Events
Brief Project Description	<p>The 2023 Gladstone Harbour Festival will be the 61st Harbour Festival and was founded as a celebration to celebrate the finish of the Brisbane to Gladstone Yacht race. This event has evolved and grown over its 61 years and many attendees look forward to staying within the Gladstone Region over the Easter period just to attend this iconic event.</p> <p>The event is a free event to all attendees to attend and enjoy the fun attractions, workshops, rides, entertainment and fireworks. The event runs for 4 nights and 3 full days with lots of attractions for everyone.</p> <p>Gladstone Harbour Festival not only brings local residents to the event but also brings people from all over the state. Prior to Covid 19 the festival also brought attendees from interstate, which we will hope that 2023 will see interstate attendees return.</p>
Target Audience / Project Beneficiaries	<p>Gladstone Harbour Festival caters for all age groups from young to old. There is something at the Festival for everyone.</p> <p>We also not only target residents of Gladstone, but also anyone visiting the region over the Easter Holiday Period. The event is promoted locally and outside our region. It will be broadcast over radio, through websites, print and social media.</p>
Total Amount Requested	\$50,000 cash / \$95,000 inkind
Total Project Cost	\$451,000
Previous Funding Received	\$45,000 cash and \$85,000 inkind for 2022
Panel Score	2.41 = 60%
Panel Commentary	<p>The panel discussed the application and provided the following feedback:</p> <ul style="list-style-type: none"> • The Harbour Festival is a long-standing event that the Gladstone Community take pride in hosting and showcasing in our region. Free entry makes it accessible to everyone promoting social cohesion. • A good explanation as to how the festival showcases Gladstone and drives social and community outcomes. Evidence to support these statements from data gathered from event surveys etc would strengthen the application and would demonstrate stronger alignment to the funding objectives. • Evidence to support statements of enhancing the profile of the region would result in a stronger score. Feedback

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	and data from previous events could support this. If this was included the scoring would be higher. <ul style="list-style-type: none">• At this level as a Signature event further explanation of any partnerships that help to achieve environmental sustainability would result in a stronger score.
Panel Recommendation	Based on the application and scoring matrix, the panel would recommend partial funding of 75% of cash requested amount, \$37,500 and \$85,000 inkind.

Communication and Consultation:

As detailed within the Community Investment Corporate Standard the assessment panel consisted of the following delegated Officers:

- General Manager Community Development & Events
- Manager Community Partnerships
- Community Development Specialist
- Community Development Officer

Legal Strategy and Policy Implications:

The application has been assessed against Council's Community Investment Program policy (P-2022-09), Community Investment Corporate Standard (CS-2022-15) and published event guidelines. On favorable adoption of the Panel's recommendations detailed in this report, authorised officers will proceed to enter into a grant and or funding agreement (detailing entitlements and conditions) with the successful applicant.

Financial and Resource Implications:

In 2022/23, Council budgeted \$140,000 for applications received through the Impact and Signature Event funds and \$130,000 for inkind applications.

Upon endorsement of the officer's recommendation within this report the Impact and Signature funds will remain within budget.

Summary:

Nil

Anticipated Resolution Completion Date:

21 March 2023

Attachments:

1. CONFIDENTIAL – Impact Events Score Matrix
2. CONFIDENTIAL – Signature Events Score Matrix
3. CONFIDENTIAL – Scoring Reports 2023 Mt Larcom District Show
4. CONFIDENTIAL – Scoring Reports Gladstone Harbour Festival

Tabled Items:

Nil

Report Prepared by: Community Investment Officer

G/4.8. COUNCILLOR ATTENDANCE AT 2023 NATIONAL LOCAL GOVERNMENT ASSEMBLY

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 21 March 2023

File Ref: CM6.1

Purpose:

To allow Council to nominate a councillor to attend the Australian Local Government Association National General Assembly in 2023.

Officer's Recommendation:

That Council nominate Cr _____ to attend the Australian Local Government Association National General Assembly in 2023 in the place of Cr Hansen who is now unable to attend.

Background:

At Council's General Meeting of 7 March 2023, Council authorised (via resolution GM/23/4948) Councillor Hansen and Mayor Burnett to attend the Australian Local Government Association National General Assembly (NGA) as delegates.

The NGA is due to be held on 13 – 16 June 2023 in Canberra. The NGA aims to focus on how partnerships, particularly between the Australian Government and Local Governments, can tackle immediate challenges facing communities as well as confidently facing the future. The theme of the 2023 NGA is Our Communities, Our Future.

Due to unforeseen circumstances, Cr Hansen is no longer able to attend the NGA.

Options, Risk and Opportunity Analysis:

The Officer's recommendation is that Council appoint an alternate councillor to attend the NGA.

A second delegate (in addition to Mayor Burnett) attending the NGA will assist in the presentation and debate of Council's motions.

Communication and Consultation:

Nil.

Legal Strategy and Policy Implications:

In accordance with Council's *Councillor Expenses Reimbursement and Provision of Facilities Policy P-2021-18*, where a councillor seeks reimbursement for attendance at a conference that was held outside of Queensland, the attendance must be supported by a resolution of Council.

Section 6.1.2 of Council's *Council Meetings Procedures Policy P-2020-19* provides that a leave of absence is automatically granted to a Councillor where Council passes a formal resolution for a Councillor to attend a conference or the Councillor is nominated to represent Council at another event.

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Financial and Resource Implications:

The cost of attending the conference is accounted for in the Operational Budget.

Summary:

Nil

Anticipated Resolution Completion Date:

16 June 2023.

Attachments:

Nil

Tabled Items:

Nil

Report Prepared by: Manager Governance and Risk

G/5. COUNCILLORS REPORT

G/6. URGENT BUSINESS

G/7. NOTICE OF MOTION

G/8. CONFIDENTIAL ITEMS