



GLADSTONE
REGIONAL COUNCIL

**GENERAL MEETING NOTICE
AND AGENDA**

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

On 18 April 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 4 APRIL 2023

Responsible Officer: Chief Executive Officer

Council Meeting Date: 18 April 2023

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 4 April 2023.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 4 April 2023 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 4 April 2023.

Tabled Items:

Nil.

Report Prepared by: Executive Secretary

G/3. DEPUTATIONS

G/4. OFFICERS' REPORTS

G/4.1. MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31 MARCH 2023

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 18 April 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 31st March 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 31 March 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 31 March 2023 is 75.07%.

Statement of Income and Expenditure

Income

Recurrent Revenue

Total recurrent revenue	2022-23	Actual as %
Actual	\$145.0m	
Budget	\$210.9m	68.73%
Forecast	\$226.6m	63.98%

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Of note:

Net rates and utility charges	2022-23	Actual as %
Actual	\$116.9m	
Budget	\$170.5m	68.58%
Forecast	\$171.4m	68.24%

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 \$8.0m by 31 March. 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	\$3.6m	
Budget	\$1.3m	280.67%
Forecast	\$5.2m	69.12%

Interest revenue at a rate of 3.60% has been received from Queensland Treasury Corporation for the month of March 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.

Sales revenue	2022-23	Actual as %
Actual	\$4.4m	
Budget	\$3.4m	126.78%
Forecast	\$9.4m	46.19%

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 expenditure and 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%

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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.

Grants, subsidies, contributions and donations (excluding the general purpose grant)	2022-23	Actual as %
Actual	\$1.7m	
Budget	\$1.8m	99.03%
Forecast	\$2.5m	70.02%

\$1.0m 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	\$8.0m	
Budget	\$12.4m	63.97%
Forecast	\$13.6m	58.44%

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.

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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	-
Other State Government Funding	\$1.1m	\$1.9m	\$0.9m

Project	Budget	Forecast	Actual
Federal Government Grants & Subsidies			
Round Hill Road – Pavement Renewal	\$1.6m	\$1.6m	\$0.1m
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	\$0.6m
Charnwood Road -Gravel Resheeting	\$0.4m	\$0.5m	\$0.5m
Other Federal Government Funding	\$1.9m	\$1.4m	\$0.7m

Expenditure

Recurrent expenditure

Total recurrent expenditure	2022-23	Actual as %
Actual	\$160.0m	
Budget	\$210.5m	76.00%
Forecast	\$226.1m	70.75%

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Of note:

Employee benefits	2022-23	Actual as %
Actual	\$52.0m	
Budget	\$67.4m	77.21%
Forecast	\$68.0m	76.53%

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 \$1.2m. Overtime expenses were increased to \$1.4m in the forecast to reflect uplift in hours worked and will have to be closely monitored with any adjustments to be reflected in the next forecast.

Contractors and consultants	2022-23	Actual as %
Actual	\$19.2m	
Budget	\$26.9m	71.40%
Forecast	\$34.0m	56.36%

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	\$1.8m	
Budget	\$1.7m	106.11%
Forecast	\$2.6m	69.11%

Forecasted fuel spend reflects the volatility in fuel prices. Fuel usage across Council is slightly increased compared to the same period last year up 0.2%.

Motor vehicle expenses	2022-23	Actual as %
Actual	\$1.5m	
Budget	\$1.4m	106.96%
Forecast	\$2.1m	72.60%

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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Other materials and services	2022-23	Actual as %
Actual	\$7.2m	
Budget	\$8.2m	87.01%
Forecast	\$9.6m	75.15%

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.

Software expenses	2022-23	Actual as %
Actual	\$2.2m	
Budget	\$3.6m	61.47%
Forecast	\$3.6m	61.42%

The timing of invoices for various software subscriptions is responsible for this lag. The total expected spend for the year will be reassessed as part of the next forecast.

Staff & Council associated expenses	2022-23	Actual as %
Actual	\$1.4m	
Budget	\$2.3m	58.66%
Forecast	\$2.6m	52.63%

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.

Waste disposal and tipping fees	2022-23	Actual as %
Actual	\$6.9m	
Budget	\$8.6m	80.71%
Forecast	\$8.5m	81.20%

Costs are currently exceeding the pro-rata forecast, with higher than anticipated tipping fees in the stormwater, sewerage and waste areas. The forecast for the waste levy will need to be monitored, with current costs of \$2.7m against a full year forecast of \$3.3m

Statement of Financial Position

	Current Value	Budget	Variance (Actual to Budget)	Forecast	Variance (Actual to Forecast)
Year-to-date Assets	\$2.7b	\$2.6b	4.10%	\$2.7b	(0.98%)
Year-to-date Liabilities	\$226.4m	\$143.1m	58.24%	\$199.9m	13.26%
Year-to-date Liabilities (excl. unearned rates revenue)	\$199.0m	\$143.1m	39.03%	\$199.9m	(0.49%)

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 \$41.6m 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 and 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	\$34.8m	\$51.4m	67.79%	\$53.6m	65.00%
Commitments (open purchase orders)	\$9.9m				
Total	\$44.7m		87.06%		83.48%

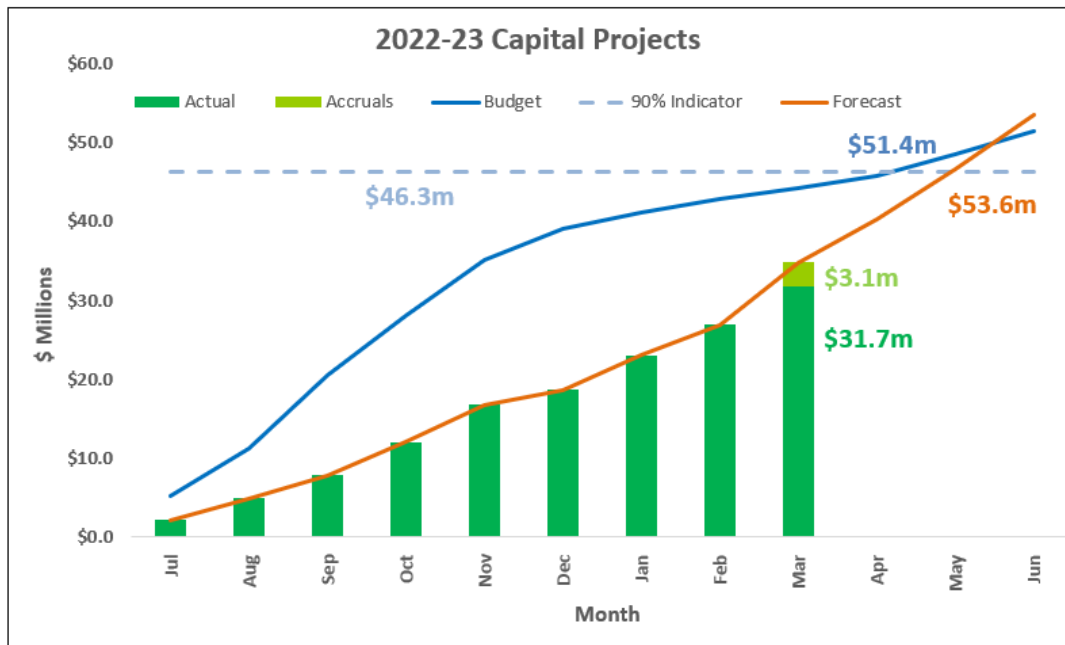
Of the \$9.9m in commitments:

- \$3.1m relates to fleet replacement
- \$1.3m relates to A05 rising main
- \$0.8m relates to Gladstone WWTP Distribution tower and process water reservoir
- \$0.6m relates to Stockbridge Road bridge renewal

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	\$16.0m	\$3.3m	\$21.4m	75%	\$25.8m	62%
Sewerage Assets	\$7.5m	\$2.4m	\$9.9m	76%	\$10.7m	70%
Delivery Support and Performance	\$2.3m	\$3.1m	\$6.0m	38%	\$6.1m	37%
Property Assets	\$2.5m	\$0.4m	\$4.1m	61%	\$2.9m	87%
Asset Governance			\$1.0m			
Waste Assets	\$2.4m	\$0.1m	\$2.1m	114%	\$2.5m	97%
Parks & Environment Assets	\$0.7m	\$0.4m	\$1.7m	40%	\$1.0m	66%
Property Services	\$1.2m	\$0.1m	\$1.4m	86%	\$1.6m	78%
Events & Entertainment	\$0.4m	\$0.1m	\$1.0m	41%	\$0.3m	132%
Water Assets	\$0.8m	\$0.0m	\$1.0m	82%	\$1.0m	87%
Strategic Projects		\$0.1m	\$0.9m			
Other	\$1.0m	\$0.0m	\$0.8m	126%	\$1.8m	58%
Total	\$34.8m	\$9.9m	\$51.4m	68%	\$53.6m	65%

Accrual estimates of \$3.1m have been included in the actuals, to account for major claims relating to March work.



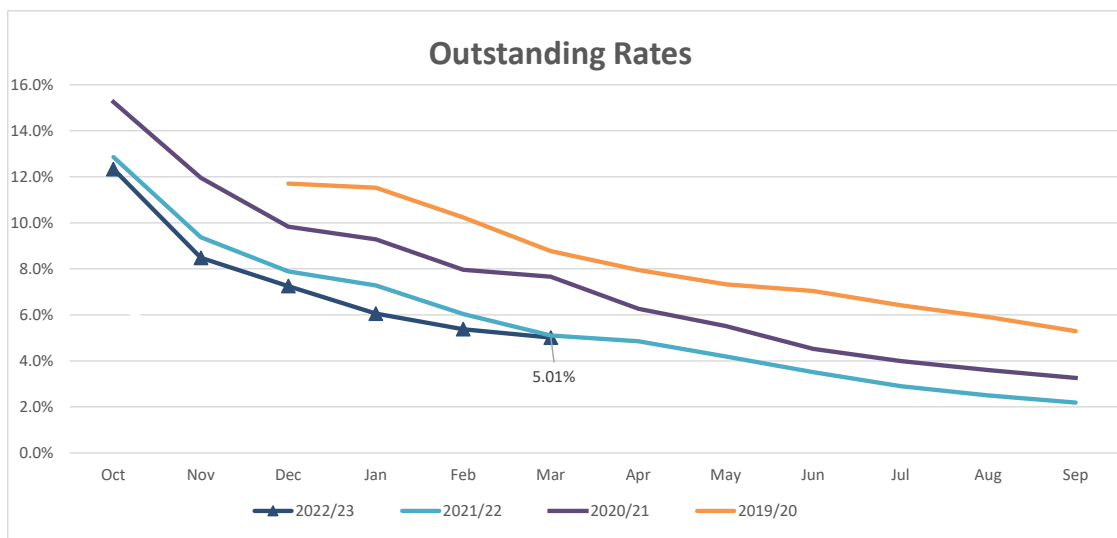
Outstanding Rates

Outstanding rates, as a percentage of gross rates levied 2022-23, and collectible, is at 5.01% at the end of March 2023, compared to 5.10% for the same period last year 2021-22, the flattening of the curve is related to the first half yearly water consumption notices now reflecting as outstanding.

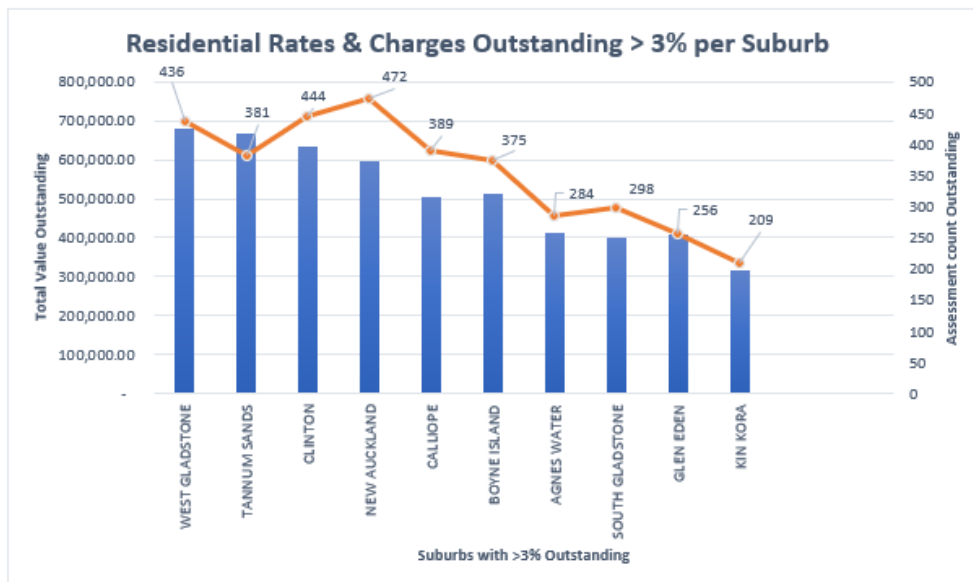
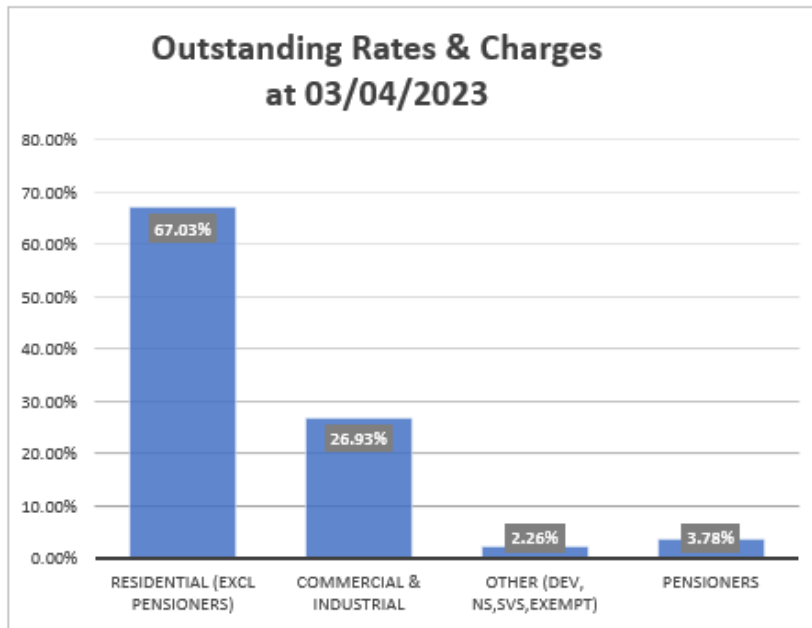
Of the \$9.8m of outstanding rates 26.93% relates to commercial/ industrial assessments and 73.07% represents residential assessments.

These figures include \$3.2m of rates that are currently being repaid under an authorised payment plan, for which there were 43 commercial/industrial assessments and 1,383 residential assessments. A total of 1,426 assessments, which is a decrease from 1,651 assessments in February 2023 (this movement is a result of removal of arrangement on sold property, default arrangements and paid up arrangements).

There were 5,922 ratepayers who had paid their rates in advance, totalling \$8.5m.



*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.

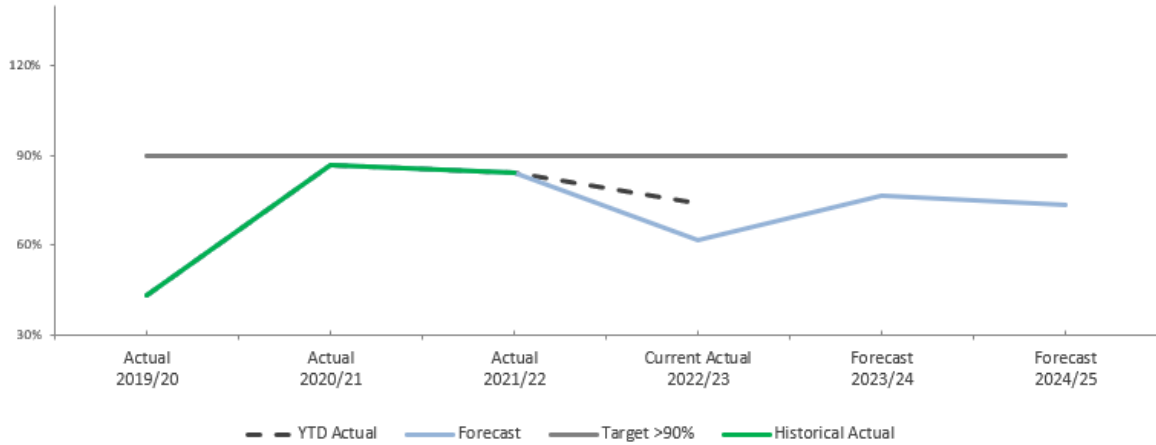
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Infrastructure renewals have accounted for 77.76% of capital expenditure with the balance on new and upgrade projects.

Asset Sustainability Ratio			
CURRENT YTD	BUDGET	FORECAST	TARGET
73.85%	58.30%	61.44%	>90%

Asset Sustainability Ratio

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



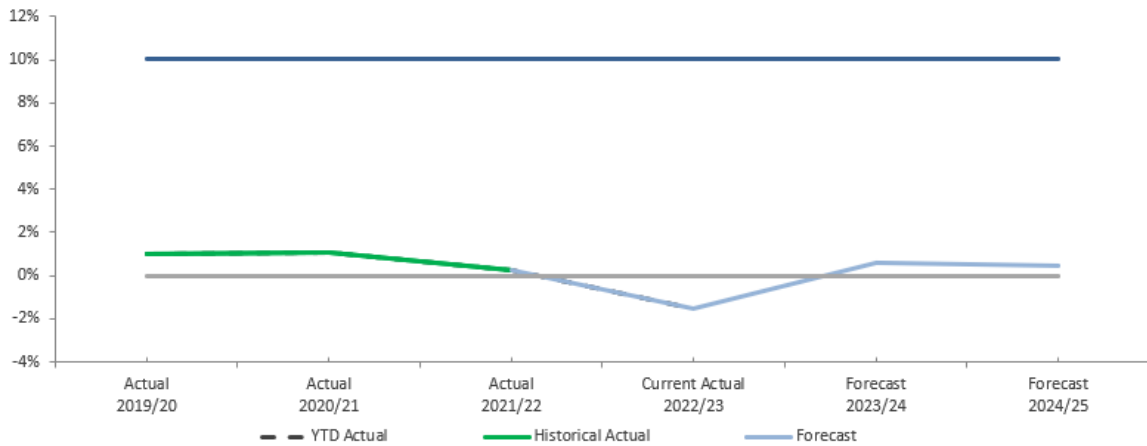
Interest Coverage Ratio

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	BUDGET	FORECAST	TARGET
(1.54%)	0.15%	(1.51%)	0 - 10%

Interest Coverage Ratio

(indicates extent of commitment of revenue to interest payments)

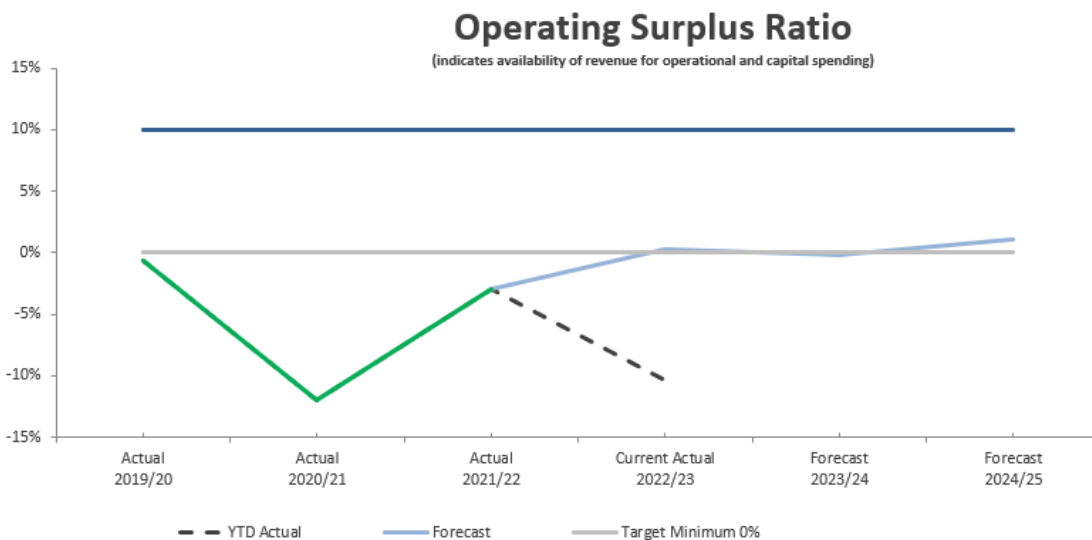


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Operating Surplus Ratio

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
(10.33%)	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.

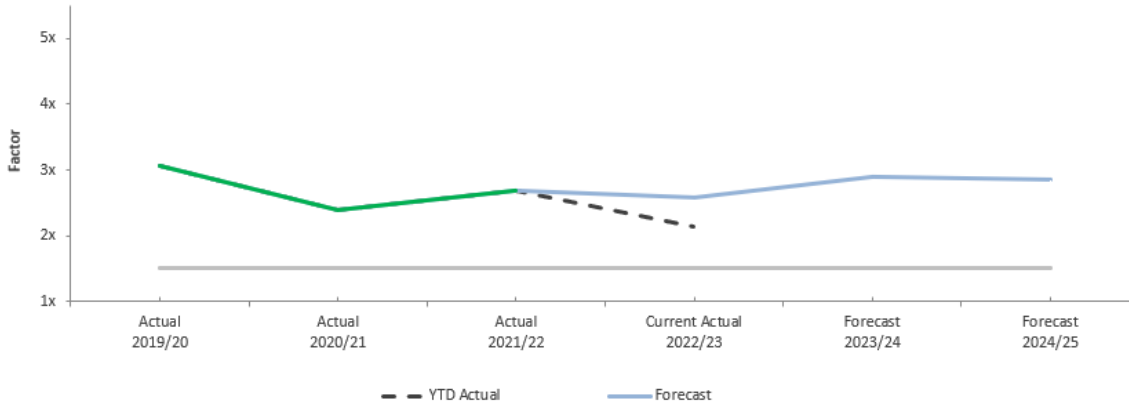
To account for the change in reporting of rates revenue, the ratio has also been presented excluding the liability for unearned rates revenue, as this does not recognise an obligation to pay, simply an accounting adjustment for reporting. The two will converge and be the same by June 2023, as all rates 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
1.64x	2.45x	2.08x	Greater than 1:1
Working Capital Ratio (excl. unearned rates revenue)			
2.39x			

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.

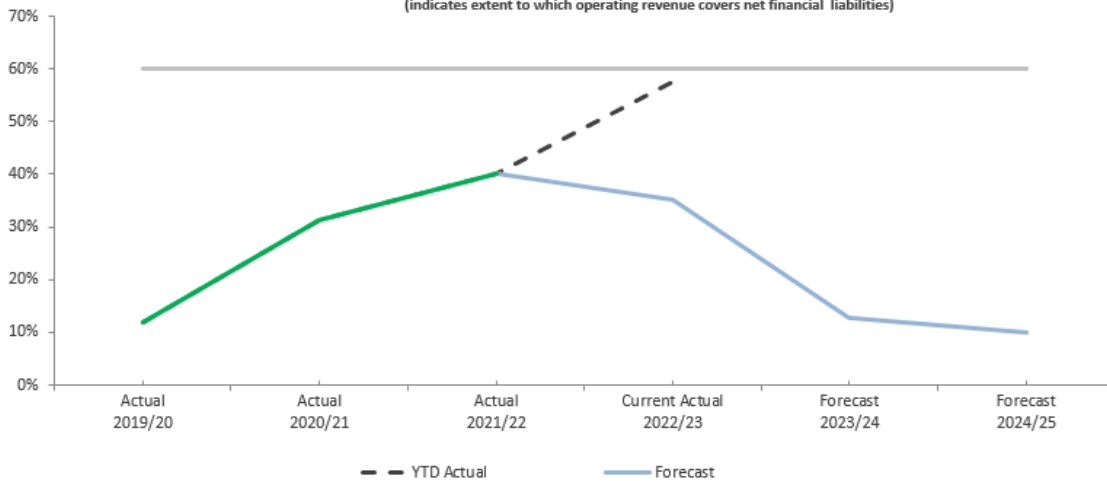
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Excluding unearned rates revenue provides a clearer picture, showing that the target ratio has been well exceeded.

Net Financial Liabilities Ratio			
CURRENT YTD	BUDGET	FORECAST	TARGET
57.52%	15.58%	35.10%	< 60%
Net Financial Liabilities Ratio (excl. unearned rates revenue)			
32.41%			

Net Financial Liabilities Ratio

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

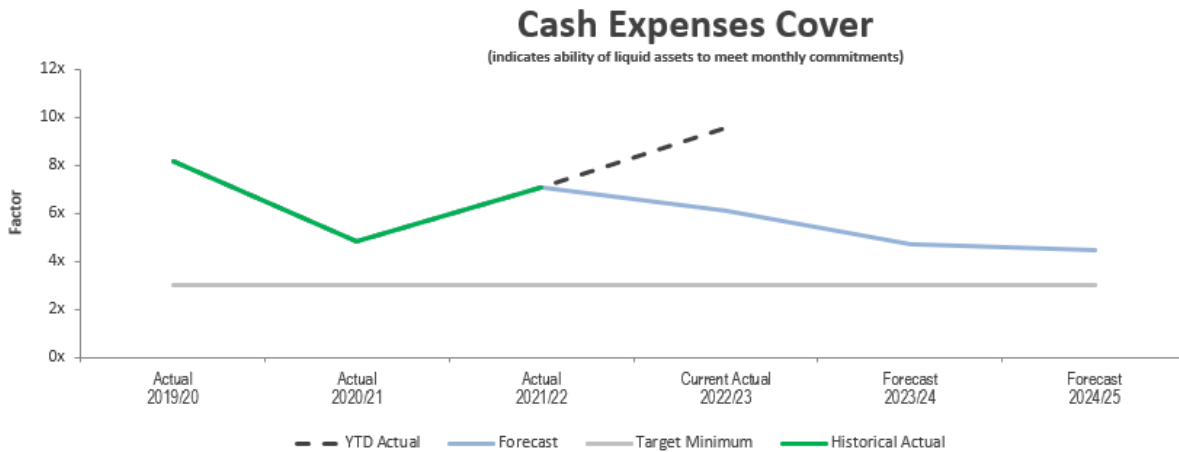


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Cash Expenses Cover Ratio

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
9.55x	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

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Anticipated Resolution Completion Date:

18 April 2023

Attachments:

1. Monthly Financial Statements for the period ending 31 March 2023
2. Operating Statements for the month end March 2023

Tabled Items:

Nil

Report Prepared by: Management Accounting Specialist

G/4.2. AMENDMENTS TO STATUTORY DELEGATIONS - COUNCIL TO CEO

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 18 April 2023

File Ref: CM9.2

Purpose:

This report seeks Council review of statutory delegations to the Chief Executive Officer as a result of legislative change made during the period September 2022 to February 2023.

Officer's Recommendation:

That the powers contained in Attachment 1 to this report be delegated by Council to the Chief Executive Officer pursuant to Section 257 of the *Local Government Act 2009*.

Background:

There are many pieces of legislation that Council has an obligation to administer or enforce either in whole or in part. In many instances the power to make decisions under legislation is given to 'Local Government' or 'Council' or 'the entity'. Where a power is given in this way, it is expected that the power is to be exercised by the elected body of Council (i.e. via Council resolution at a Council Meeting). Council can share in the exercise of its powers through delegation to the Chief Executive Officer who may further sub-delegate to other positions within the organisation (except where legislation specifically prohibits delegation and sub-delegation).

It is important to note that Council as an elected body is not giving away this power by delegating; it can still exercise any power in its own right. The process of Council sharing its legislative powers through delegation and sub-delegation allows staff to administer legislative responsibilities and make timely decisions without the need for a Council resolution.

The Local Government Association of Queensland has advised of several legislative changes in the period from September 2022 to February 2023 as assessed by King and Company Solicitors who carry out the six-monthly review. These changes are presented in Attachment 1.

A summary of the changes is provided below:

1. ***Animal Care and Protection Act 2001*** – Sections 28(4), 29(4) and 29A are new delegations that authorise the operator of pound to provide certificates of any procedures performed on a dog or animal prior to the pound taking possession of the dog/animal and to make those certificates available for public inspection.
2. ***Industrial Relations Act 2016*** – These delegations relate to:
 1. An employer being able to request proof of pregnancy in order to consider an application for maternity or paternity leave
 2. Deciding on behalf of Council, to agree to only one Commissioner arbitrating on a matter
 3. Applying to the Commission to declare an entity as being ineligible to participate in a matter for arbitration.
3. ***Land Act 1994*** – This delegation would allow the CEO on behalf of Council, to resign as trustee of state-owned land.

4. **Nature Conservation (Animals) Regulation 2020 and Nature Conservation (Plants) Regulation 2020** – There have been several sections removed from these regulations and therefore the delegations are no longer valid.
5. **Nature Conservation Act 1992** – These new provisions relate to seeking internal reviews of decisions made by the State under the Act. Delegating these powers to the CEO will allow the CEO to seek an internal review of any decision made by the State in relation to Council operations/approvals under the Act.
6. **Residential Tenancies and Rooming Accommodation Act 2008** – The changes to delegations relate to:
 1. The restructuring of some provisions resulting in several sections being removed from the legislation about notices to leave and providing new address details
 2. Providing prospective tenants with relevant information relating to rental agreement commitments and rental amounts
 3. Responding to tenant requests for keeping pets and decisions relating to the keeping of pets
 4. Applying for extensions of time to make repairs
 5. Recovering possession of a premises where a tenancy agreement has expired and the tenant is still occupying the premises (warrant of possession).

Options, Risk and Opportunity Analysis:

Option 1 – Recommendation

The risk of not amending delegations to the CEO is that if the amended power is exercised administratively, the decision could be considered invalid. The opportunity associated with this option is that all delegations are current and therefore decisions made under the delegations are legally exercised.

Option 2 – Amend the Delegations presented in Attachment 1

Should Council elect not to delegate all the amended powers listed in Attachment 1 to the Chief Executive Officer, Council can pass an alternative resolution which excludes some powers. The resolution to give this option effect would be:

‘That subject to the exclusion of the following powers:

1. *Insert power to be excluded*
2. *Insert power to be excluded*

the remaining powers contained in Attachment 1 to this report be delegated by Council to the Chief Executive Officer pursuant to Section 257 of the *Local Government Act 2009*.’

Communication and Consultation:

Council’s Governance Team review legislative delegation updates as produced by King and Company under contract to the Local Government Association of Queensland. Once the amended delegation register is prepared it is reviewed by the Manager Governance and Risk. The Governance Team will undertake further consultation once this report has been considered by Council, in relation to sub-delegations from the Chief Executive Officer to other positions.

Legal Strategy and Policy Implications:

Section 257 of the *Local Government Act 2009* allows Council to delegate powers to the Chief Executive Officer, who may further delegate under Section 259 with the exception of those powers that legislatively cannot be further delegated, or that Council has requested not be further sub-delegated.

Financial and Resource Implications:

There are no direct costs to Council in delegating statutory powers to the Chief Executive Officer. Delegating powers to the Chief Executive Officer results in time and resource savings in the operations of Council as it allows those matters that Council is comfortable being managed operationally, to be actioned in a timely way.

Summary:

This report provides the opportunity for Council to consider and update statutory delegations to the Chief Executive Officer associated with changes to State Government legislation for the period September 2022 to February 2023.

Anticipated Resolution Completion Date:

30 April 2023

Attachments:

1. Revised Statutory Delegations – Council to CEO – September 2022 to February 2023

Tabled Items:

Nil.

Report Prepared by: Governance Business Partner

G/4.3. BOYNE TANNUM TURTLEWAY ARTSCAPE PROPOSED PROJECTS

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 18 April 2023

File Ref: CC2.1

Purpose:

The purpose of this report is to present Council with a public art 5-year plan proposal, received from Boyne Tannum Turtleway Artscape, seeking approval to install public art installations in various locations in Boyne Island and Tannum Sands, as detailed in the report.

Officer's Recommendation:

That Council:

1. Support the public art plan received by Boyne Tannum Turtleway Artscape and approve the use of the following locations for the proposed art installations:
 - (a) Pathway from Wyndham Park to Boyne Smelters Limited;
 - (b) Canoe Point Wetlands;
 - (c) Tannum Sands Boat Ramp, near Ibis Park (end of Tiller Street);
 - (d) Boyne River mouth at Island Esplanade, near Wyndham Park;
 - (e) Boat Ramp on the corner of Malpas Street, Blue Water Drive and the Boyne Island Outdoor Gym;
 - (f) Pathway along the Dennis Park Sports Fields; and
2. Endorses an in-kind contribution valued at \$2500, for the installation of four concrete slabs for the park bench project; and
3. Delegates authority to the CEO to negotiate a public art agreement with the Boyne Tannum Turtleway Artscape for the approved projects.

Background:

In March 2023, Boyne Tannum Turtleway Artscape presented a plan for several proposed Public Art projects, for Council endorsement. The group described the project as follows:

The Boyne Tannum Turtleway Artscape is an ongoing community development project that installs public art along the Turtleway Bikeway. Meandering along both sides of the beautiful Boyne River through to Canoe Point, Millennium Esplanade, Dennis Park sports grounds and Boyne Smelters, the award winning Turtleway links major community, business and employment assets.

Turtleway Artscape utilises locally produced public art to enhance Turtleway to highlight significant sites along the pathway, increase usage of the pathway and to create interesting areas for both locals and tourists alike to visit, pause and enjoy the creative pieces.

In this initial stage of the proposal, Boyne Tannum Turtleway Artscape are seeking in-principle support from Council for use of the identified locations, for the proposed projects. Details and specific designs for each can be supplied as the projects progress. In-principle support will allow the group to progress their plan for project delivery.

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For each project, consideration has been given to suitability, accessibility, car parking, safety and materials used – permits, designs and plans will be approved by Council, prior to installation where required. The projects have been funded by funding partners - the group are not seeking funding support from Council.

A summary of each project and proposed locations are included below. More detailed information is attached to this report.

BOYNE SMELTERS WALKWAY

Proposed public art to be installed along the pathway from Wyndham Park to BSL, to celebrate the significant achievement by BSL in the community as they celebrate their 40th year of operation. This project will invite local artists to design sculptures and installations based on the achievements and history of the Smelters over the past 40 years. This project aims to include Indigenous Art as well as Environmental initiatives of BSL.

The expression of interest will invite artists to incorporate some of the following in their design:

1. Interactivity
2. Something that identifies the area
3. Tells the story of BSL and its connection with marine and community
4. Disability access

Precise locations are identified on the Attachment 2 – *BSL Wyndham Park Walkway_2023*.

PARK BENCHES

Installation of four park benches, incorporating public artwork, at the below locations.

Recycled plastic benches designed by local artists to be installed along the Turtleway walkway. This could be in the form of a competition for primary and high school students to design decorative artwork for the benches with a prize for the best design. The designs will be adapted to meet safety standards and will remain the property of Turtleway Artscape. A lectern with the story or history of the area could be erected with each bench.

Current sites identified are:

- Site 1: The Millennium Esplanade near the caravan park overlooking Wild Cattle Creek. Council held concerns over the use of this site and have proposed an alternative, being the Canoe Point Wetlands. Boyne Tannum Turtleway Artscape are agreeable to the alternative location.
- Site 2: Tannum Sands boat ramp near Ibis Park (at the end of Tiller St) – overlooking the Boyne River and Boyne Island.
- Site 3: Boyne River mouth at Island Esplanade near Wyndham Park – overlooking the mouth of the river and Canoe Point on the opposite side of the river.
- Site 4: The boat ramp opposite MJ's on Boyne, corner of Malpas Street, Blue Water Drive, and the Boyne Island Outdoor Gym.

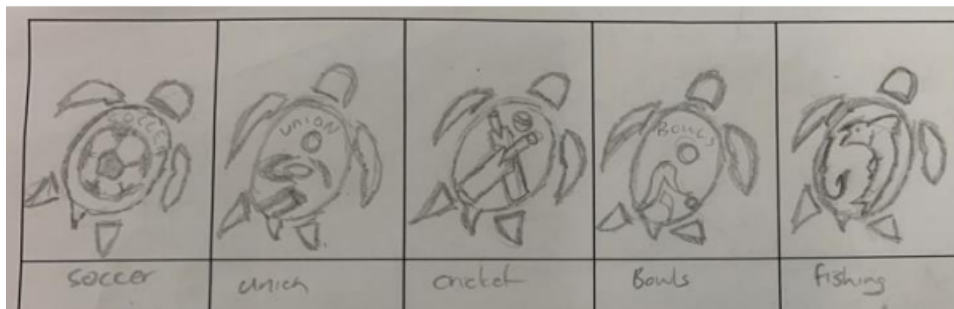
Precise locations are identified on the attachment – *2023-03-23 – Artscape Parkbench Reflection Spaces*

Support is sought from Council to install concrete slabs in preparation for the park benches. This is a cost to Council of \$2,500 and would be provided as in-kind support to the project. Council are only permitted to install the slabs on Council owned land and will not be able to pour concrete slabs on land owned by other stakeholders. Council's parks team have confirmed internal capacity to deliver.

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SPORTS WALKWAY ART PROJECT

Artwork to be painted on the pathway along the Dennis Park Sports Fields. The different sporting activities in this area will be painted inside the outline of a turtle eg cricket, footy, golf, etc. This activity could include involvement from the Community, Sporting clubs, and schools.



Pathway closure permits would be required for this project. Council could assist to obtain these permits.

BOYNE LIONS CLUB – LABYRINTH

Feedback from internal stakeholders has determined that the Labyrinth project requires further consideration before being presented to Council for endorsement.

Options, Risk and Opportunity Analysis:

The Boyne Tannum Turtleway Artscape proposes that once the public art works are installed, they would become the property of Council. An agreement would be needed, outlining maintenance requirements and responsibilities, lifespan of works, and de-commissioning considerations.

Council could seek to negotiate with the Boyne Tannum Turtleway Artscape an alternative ownership agreement.

Until in-principle approval is received, the group are unable to engage with community on detailed concepts and designs. Council could seek to approve designs prior to implementation. be sorry I am

Boyne Tannum Turtleway Artscape requires all artists to have appropriate insurance and workers compensation with cover extending to the designated work sites in place before commencing any work.

Communication and Consultation:

In preparing this report the following stakeholders have been consulted:

- Boyne Tannum Turtleway Artscape
- General Manager Community Development and Events
- Manager Parks Program Delivery
- Strategic Property Specialist
- Team Leader Parks South West
- Regional Arts Development Fund Committee

Legal Strategy and Policy Implications:

The Public Art Policy requires approval of public art requests to be by decision of Council. An agreement detailing ownership, maintenance requirements and responsibilities is required.

Financial and Resource Implications:

\$2,500 in-kind support for installation of four concrete slabs for the park bench project.

Maintenance requirements may impact internal resources and require a small allocation of funds. The Boyne Tannum Turtleway Artscape group has indicated that they could undertake maintenance if required, to alleviate pressure on Council resources. Council may, at times, be required to provide funding for maintenance of the works.

Summary:

Council is seeking to increase Public Art across the Region. This proposal aligns with Councils Public Art Policy and has been supported by Officers and the Regional Arts Development Fund Committee.

Anticipated Resolution Completion Date:

28 April 2023

Attachments:

1. Proposal from Boyne Tannum Turtleway Artscape
2. BSL Wyndham Park Walkway 2023
3. 2023-03-23 – Artscape Parkbench Reflection Spaces

Tabled Items:

Nil.

Report Prepared by: Manager Arts and Entertainment

G/4.4. COMMUNITY INVESTMENT PROGRAM - DESTINATION EVENT APPLICATION

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 18 April 2023

File Ref: GS3.1

Purpose:

To consider the recommendation of the Community Investment Panel on an application received under the Destination Event Fund.

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
DEST00002-R2-22/23	Discovery Coast Tourism & Commerce Inc.	1770 Festival	\$30,000
Total Funding Recommended			\$30,000 cash

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 Destination 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.

Destination Event funding provides support for events that are well established, well designed, and clearly demonstrate return on investment through building community pride, return visitation, increase regional profile, and generate economic stimulus. Events attract over 5,000 participants, with 15% out-of-region visitor attendance..

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The following Impact Event application has been received for consideration:

Application ID	Applicant	Project	Requested Amount
DEST00002-R2-22/23	Discovery Coast Tourism & Commerce Inc.	1770 Festival	\$30,000
Total Funding Requested			\$30,000

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)	Destination Event Weighting
KSC 1: Drives social and community outcomes, including community pride & cohesion	25
KSC 2: Enhance the profile and appeal of the Gladstone region	25
KSC 3: Generates economic activity in the Gladstone region	20
KSC 4: Demonstrates financial sustainability	7.5
KSC 5: Demonstrated environmental sustainability	7.5
KSC 6: Attracts external visitation specifically generating overnight visitor expenditure	15

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.

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The Community Investment Panel recommendation is summarised within this table:

Applicant	Project	Project Location	Applicant Request	Panel Score	Recommendation
			Cash / Inkind		Cash / Inkind
DEST00002-R2-22/23	Discovery Coast Tourism & Commerce Inc.	1770 Festival	\$30,000	87%	\$30,000
Total Funding			\$30,000 cash		\$30,000 cash

Panel commentary that supports the Panel recommendation is included below:

1770 FESTIVAL	
Project Dates	21/5/2023
Organisation Name	Discovery Coast Tourism & Commerce Inc
Objective Alignment	Destination Events
Brief Project Description	<p>The annual 1770 Festival began in May 1992 and is an event for all ages. This event is held at the time of year when Lt Cook and his Endeavour crew came ashore in the Town of 1770, and the event showcases Bustard Bay and the broader destination, plus the program includes indigenous performances, live entertainment, fireworks, street parade, fun run and more.</p> <p>Local businesses support this event through their street parade floats, sponsorships, prize offerings, volunteer time contributions. Community groups and local schools are also a highlight in several aspects of the Program.</p>
Target Audience / Project Beneficiaries	<p>The target audience truly covers all markets and ages. Yet, the order / numbers are:</p> <ul style="list-style-type: none"> - families - grey nomads - young adults - interstate travelers. <p>As defined in the 5 year Plan for this event, the core audiences to communicate with are the locals, the wider Central Queensland locals and the winter travelers.</p>
Total Amount Requested	\$30,000
Total Project Cost	\$83,000
Previous Funding Received	\$35,000 in 2022, \$50,000 in 2021
Panel Score	3.48 = 87%
Panel Commentary	<p>A strong application with evidence provided to support the recommendation for full funding.</p> <ul style="list-style-type: none"> • The application demonstrates clear community pride initiatives and outcomes • Clear demonstration of how this event drives social and community pride for the Discovery Coast • Data and outcomes are well document and articulated throughout the application • The economic impact is demonstrated

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	<ul style="list-style-type: none">• Clearly demonstrates generation of overnight visitation• With the ticket fee now removed, it would be beneficial to provide a future funding model
Panel Recommendation	Based on the application and scoring matrix, the panel would recommend full funding of 100% of cash requested amount, \$30,000.

Communication and Consultation:

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

- Manager Community Partnerships
- Community Development Specialist
- Manager Arts and Entertainment

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:

Upon endorsement of the officer’s recommendation within this report the Destination funds will remain within budget.

Summary:

Nil.

Anticipated Resolution Completion Date:

18 April 2023.

Attachments:

1. CONFIDENTIAL – Destination Events Score Matrix
2. CONFIDENTIAL – Scoring Reports 2023 1770 Festival

Tabled Items:

Nil.

Report Prepared by: Community Investment Officer.

G/5. COUNCILLORS REPORT

G/6. URGENT BUSINESS

G/7. NOTICE OF MOTION

G/8. CONFIDENTIAL ITEMS