

**Works for Queensland 17/19: Calliope JRL and Gladstone Regional Council Interactions since June 2017**

Date	Action
19 June 2017	Department of Infrastructure, Local Government and Planning advises that \$5,990,000 had been made available to Gladstone Regional Council under the 2017-19 Works for Queensland Program.
18 July 2017	Nominated Projects are endorsed at the Council General Meeting and submitted to the Department for consideration.
19 September 2017	Notification from the Department that projects nominated have been approved under the Works for Queensland 17/19 program.
26 September 2017	Correspondence sent to CJRL confirming the \$800,000 allocation and funding conditions and payment timing. Letter includes the statements <i>'It is very important to understand that Council will not contribute any further funds relating to the project/s if the Club does not adequately manage the funds.'</i> & <i>'The facility upgrade project must be complete by 30 June 2019 and the Club will be required to submit progress reports at stages in alignment with the allocation of funds.'</i> The letter was required to be signed to show agreeance to these conditions.
29 November 2017	Financial summary spreadsheet issued to CJRL to estimate costs over the life of the project.
8 December 2017	CJRL responds to above stating that they have not progressed project design and tender to the point that these costs can be estimated.
7 February 2018	Letter sent to all clubs, including CJRL clarifying the \$880,000 was GST inclusive. Letter also outlines timing of payments as: Payment 1 on confirmation of project design - \$396,000 GST inc Payment 2 upon expending the above - \$308,000 GST inc Payment 3 upon practical completion of the project - \$80,000 GST inc Payment 4 upon completion of the project - \$80,000 GST inc
1 March 2018	Letter from CJRL stating that funds are needed early in order to get the project designed. Council confirms that the plans submitted to date, plus the earthworks drawings will be sufficient to access first payment. Provision of a Project Management Plan is also required to access this payment.
7 March 2018	Meeting with GRC staff and CJRL. Matters discussed included; confirmation of documents needed to access initial payment of funds, department acknowledgement signage requirements, vegetation issues on

	the site, likely Development Application requirements including sealing carparking and landscaping, advising the club to progress to lodgement of the MCU asap.
9 April 2018	Department acknowledgement signage issued to CJRL to erect onsite as per funding requirements.
23 April 2018	GRC approved CJRL request for tree and vegetation clearing within their lease area for the construction of the subject building and a storage shed.
1 May 2018	CJRL lodges Project Management Plan and project design documents to access initial funding payment.
28 May 2018	New lease boundary to facilitate construction of new buildings finalised and sent to Titles Office.
11 June 2018	Meeting with GRC & CJRL. Matters discussed included: amendments to the works schedule, the importance of the project completion date of 30 June 2019, urgency in lodging the MCU in order to meet the timeframes, requirements to send Council invoices in order to process reimbursement, potential of development application fees to be reimbursed under Community Donations Policy.
20 June 2018	CJRL lodges amendments to the Project Management Plan and project design documents to access initial funding payment.
22 June 2018	Initial funding payment made to the Club (\$360,000 ex GST).
16 August 2018	Material Change of Use application lodged (note application fee not paid until 4 September 2018).
9 October 2018	Material Change of Use application approved, subject to conditions.
30 October 2018	Applicant suspends appeal period to make representations to the MCU approval.
19 November 2018	Negotiated Decision Notice issued with amended conditions.
7 March 2019	Operational Works Application lodged.
18 March 2019	Information Request for Operational Works issued.
21 March 2019	Letters sent from GRC to all community led Works for Queensland projects advising response required notifying if additional resources required from Council to meet 30 June 2019 deadline and funding allocation.
4 April 2019	Meeting with CJRL and GRC regarding their response to the above letter and the urgency of their request. Council advised on the potential project overrun to \$1.3 mil. Further urgency placed as this will require further Council determination and budget allocations.
12 April 2019	Formal request from CJRL received requesting additional time to complete project. Separate letter requesting meeting to discuss funds with Council Officers.
17 April 2019	Formal request from CJRL received requesting additional funds to complete project