



**GLADSTONE**  
REGIONAL COUNCIL

## **GENERAL MEETING AGENDA**

**TO BE HELD AT THE QCWA AMBROSE BRANCH HALL**

**36 GENTLE ANNIE ROAD, AMBROSE**

**On 7 May 2019**

**Commencing at 9.00am**

**Leisa Dowling**  
**CHIEF EXECUTIVE OFFICER**

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**G/1. MAYORAL STATEMENT OF CURRENT ISSUES**

Nil.

## **G/2. CONFIRMATION OF MINUTES**

### **G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 16 APRIL 2019**

**Responsible Officer:** Chief Executive Officer

**Council Meeting Date:** 7 May 2019

**File Ref:** CM7.2

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#### **Purpose:**

Confirmation of the minutes of the General Meeting held on 16 April 2019.

#### **Officer's Recommendation:**

That the minutes of the General Meeting of Council held on 16 April 2019 be confirmed.

#### **Attachments:**

1. Minutes of the General Meeting of Council held on 16 April 2019.

#### **Tabled Items:**

Nil.

**Report Prepared by:** Executive Secretary

## **G/3. OFFICERS' REPORTS**

### **G/3.1. OFFICE OF THE CEO**

Nil.

## **G/3.2. STRATEGY AND TRANSFORMATION**

### **G/3.2.1. QUARTERLY REVIEW OF THE 2018/19 GLADSTONE REGIONAL COUNCIL OPERATIONAL PLAN QUARTER 2**

**Responsible Officer: General Manager Strategy and Transformation**

**Council Meeting Date: 7 May 2019**

**File Ref: CM14.2**

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#### **Purpose:**

Presenting the quarterly progress towards the implementation of Gladstone Regional Council's 2018/19 Operational Plan for the quarter ending 31 March 2019.

#### **Officer's Recommendation:**

That the information contained within the Assessment of the Implementation of the 2018/19 Operational Plan – Quarter 3 report be noted.

#### **Background:**

Endorsed 4 September 2018, the Operational Plan 2018/2019 identifies what activity is necessary to deliver on the vision and objectives contained in the Gladstone Regional Council Corporate Plan 2018-2023, which was adopted on 3 July 2018.

In accordance with s.122(2) of the *Local Government Act 2009*, the report for the quarter ending 31 March 2019 is presented for Council's information.

The attached report provides an assessment of the organisation's progress towards the implementation of the actions, projects, initiatives and key performance indicators as identified in the 2018/19 Operational Plan.

#### **Consideration:**

Nil.

#### **Communication and Consultation (Internal/External):**

Relevant levels of management have provided the content for the attached report, which has then been reviewed and approved at General Manager level.

#### **Legal Environmental and Policy Implications:**

Section 122(2) *Local Government Act 2009* (Preparation and adoption of annual operation plan).

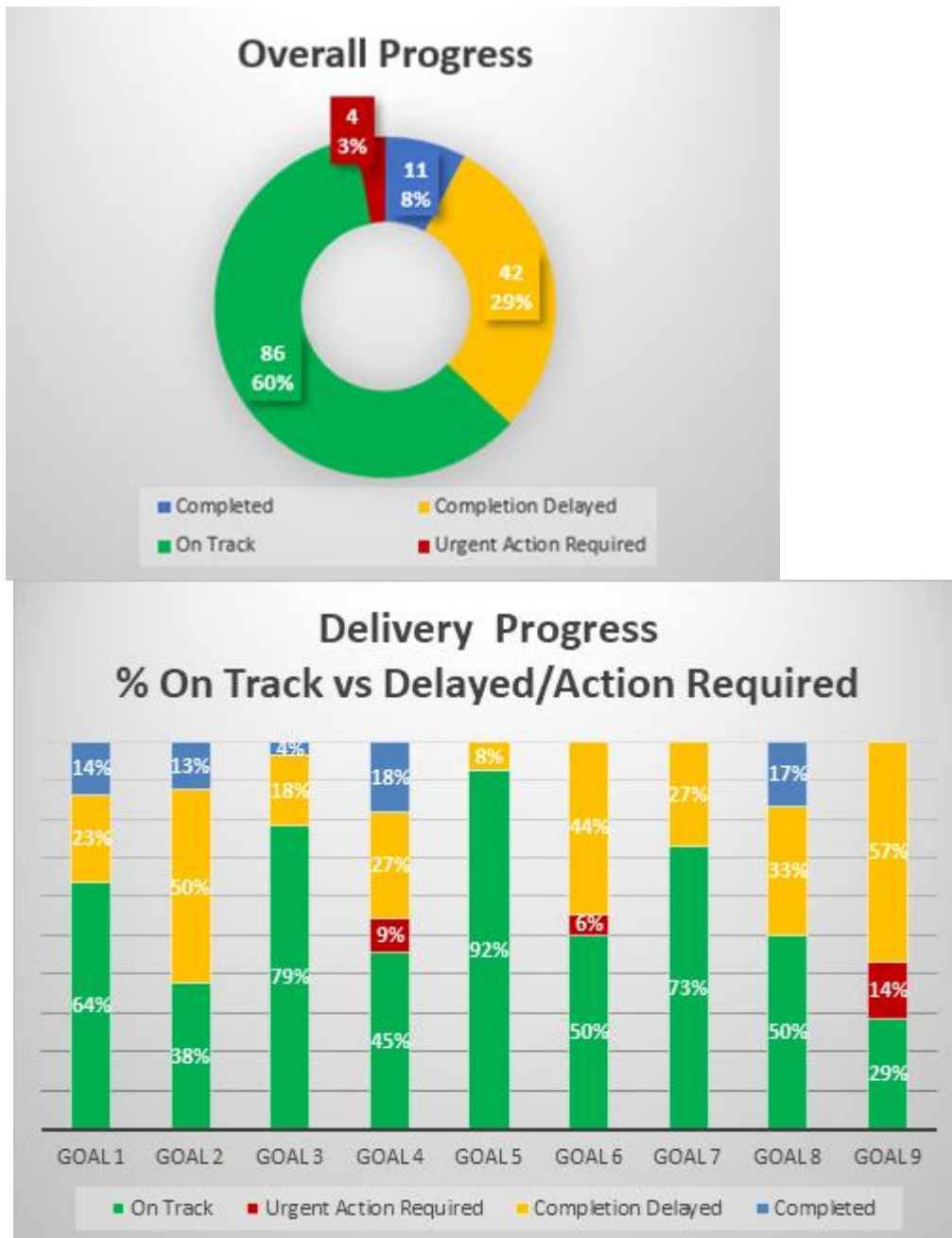
#### **Financial and Resource Implications:**

Nil.

**Commentary:**

Refer to attached report for progress against each operational plan item.

**Summary:**



**Anticipated Resolution Completion Date:**

7 May 2019

**Attachments:**

1. 2018\_19 Gladstone Regional Council Operational Plan Assessment - Quarter 3

**Tabled Items:**

Nil.

**Report Prepared by:** General Manager Strategy and Transformation



## **G/3.3. STRATEGIC ASSET PERFORMANCE**

### **G/3.3.1. PROPOSED LEASE OF PART OF OLD AGNES COMMUNITY CENTRE (LOT 51 ON SP 155903) TO UNITING CARE**

**Responsible Officer: General Manager Strategic Asset Performance**

**Council Meeting Date: 7 May 2019**

**File Ref: CP8.2 & CP8.8**

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#### **Purpose:**

To allow Council to consider the proposed grant of a licence to Uniting Care over part of the Old Agnes Water Community Centre situated at 71 Springs Road, Agnes Water otherwise described as part of Lot 51 on SP 155903.

#### **Officer's Recommendation:**

That Council:

1. Approve the grant of a licence to Uniting Care to use part of the Old Agnes Water Community Centre situated at 71 Springs Road, Agnes Water, otherwise described as part of Lot 51 on SP155903 for the purposes of providing the services of a neighbourhood centre.
2. Authorise the Chief Executive Officer to negotiate the terms of the licence between Uniting Care and Council.

#### **Background:**

Uniting Care is one of Queensland's largest community service providers across child and family, health and aged care services. Their core mission is to continue to reduce disadvantage, to serve children, young people, adults and seniors to live valued, safe and productive lives.

Uniting Care plan to establish a centrally located Neighbourhood Centre in Agnes Water. The Centre would be accessed by the local community, in particular the more vulnerable, disadvantaged and socially isolated members of the community.

Uniting Care is currently occupying an office at 2 Rafting Ground Road, Agnes Water (8RP619964). Uniting Care has advised that that location is not suitable for the Neighbourhood Centre and has identified the Old Agnes Water Community Centre, also known as the Agnes Water Meeting Room situated at 71 Springs Road, Agnes Water ("Old Community Centre") as a preferred location. Uniting Care's current location and proposed location are illustrated on the map attached as Attachment 2.

The Old Community Centre is situated on a reserve for recreation purposes. Also situated on this reserve is the Agnes Water Community Centre, Agnes Water Rural Transaction Centre, Agnes Water Library and Agnes Water Childcare. Agnes Water Childcare is situated in the same building as the proposed lease area. A map of 71 Springs Road is attached as Attachment 3.

Until recently the Old Community Centre was occupied by the Goora Geiner Steiner School during the hours of 7am to 4.30pm weekdays. The Old Community Centre is also regularly hired by a

number of community organisations outside of those hours including Zumba, Freemasons and Alcoholics Anonymous.

Since the Steiner School have vacated the Old Community Centre, Council has received expressions of interest from groups wishing to use the Old Community Centre and it is a preferred location for small groups as it is airconditioned with kitchen and toilet facilities. Bookings for the Old Community Centre are managed by Council's GECC team.

Council officers are currently undertaking minor refurbishments within the Old Community Centre and it is anticipated that the Old Community Centre would be available to Uniting Care in June 2019.

### **Consideration:**

In order to address Uniting Care's needs and the broader community's desire to use the space, the recommended approach is that Uniting Care occupy a part of the Old Community Centre (illustrated in red on Attachment 4) and have non-exclusive use of the balance of the Old Community Centre. The arrangement will be documented in a Licence Agreement.

Under this model, Council would continue to manage bookings for the main area within the Old Community Centre. The Neighbourhood Centre would also have access to the main area of the premises by making a booking with Council Officers. This approach aims to ensure that community groups can continue to have access to the Old Community Centre.

It is proposed that Council enter into a Licence with Uniting Care on the following conditions:

1. **Term:** An initial term of 12 months is proposed to allow both parties the opportunity to review the arrangements and to ensure that the operation of the Old Community Centre is meeting the community's expectations.
2. **Rent:** In this instance a rental of \$30.00 per week payable monthly in arrears is proposed as a contribution to the cleaning and electricity costs associated with Uniting Care's use of the exclusive and non-exclusive areas.
3. **Outgoings:** Outgoings has been included in the rental as the proposed premises is not separately metered. However, Uniting Care will be responsible for any utilities that are separately metered such as telephone and internet.
4. **Maintenance and Repair:** Council would be responsible for the maintenance and repair of the non-exclusive areas. Uniting Care would be responsible for the maintenance and repair of the exclusive use areas.
5. **No disturbance to Agnes Water Child Care:** Uniting Care must ensure that their activities do not cause any unreasonable disturbance to the daycare centre situated on the ground floor of the Old Community Centre.

### **Communication and Consultation (Internal/External):**

Internal consultation has occurred with the following officers:

- Manager Engagement and Partnerships
- Team Leader – Stores & Facility Management
- Team Leader – Customer Solutions
- General Manager – Community Development & Events

External consultation has occurred with the following parties:

- Jason Reid – Regional Manager – Child & Family – CQ – Uniting Care
- Mandy Jones – Local Service Manager – Gladstone – Child and Family Services Uniting Care
- Deb Sanderson – Community Support Officer – Discovery Coast Community Support Service – Uniting Care – Agnes Water
- Representatives from the Department of Communities, Disability Services & Seniors

Uniting Care have received a number of letters of support from community leaders for the establishment of the Neighbourhood Centre. The Department of Communities, Disability Services and Seniors has also expressed a strong level of support for a Neighbourhood Centre. A copy of the letters of support are attached as Attachment 1.

### **Legal Environmental and Policy Implications:**

71 Springs Road is a reserve for Recreation purposes. As the proposed use (Neighbourhood Centre) is inconsistent with the purpose of the reserve, long-term tenure in the form of a registered lease may not be an option as Department of Natural Resources Mines & Energy Policy provides that a lease within a reserve must generally be consistent with the purpose of the reserve. Native Title also exists over this parcel of land, the issuing of a lease for a purpose not consistent with the reserve may trigger a consultative process under the provisions of the Indigenous Land Use Agreement (ILUA).

Council officers are in discussions with officers from the Department of Natural Resources Mines & Energy with regards to the long term tenure within 71 Springs Road.

### **Financial and Resource Implications:**

Generally speaking, not for profit community organisations are charged a peppercorn rental of \$1.00 per annum. In those instances, the Lessee is responsible for all outgoings, repairs and maintenance associated with the use of the lease area.

In this instance, where Uniting Care will have the exclusive use of an office (that is not separately metered) and shared use of other areas, it is not possible to quantify the exact costs associated with the use.

It is proposed that rental of \$30.00 per week will be sufficient to cover a portion of the cleaning and electricity usage for the Old Community Centre as well as recognise Uniting Care's status as a Community Organisation.

Increased usage of the Old Community Centre will likely lead to increased wear and tear on the facility. Some of this cost will be recovered through the proposed rent. Maintenance costs are also recovered through the hire fee charged to general users of the Old Community Centre.

### **Commentary:**

NA

### **Summary:**

NA

**Anticipated Resolution Completion Date:**

A Licence Agreement between Gladstone Regional Council and Uniting Care will be finalised by 30 June 2019.

**Attachments:**

1. Attachment 1 – Uniting Care – Letters of Support
2. Attachment 2 – Uniting Care - Location Map
3. Attachment 3 – Uniting Care – Map of 71 Springs Road, Agnes Water
4. Attachment 4 – Uniting Care – Map of Proposed Licence Area

**Tabled Items:**

Nil.

**Report Prepared by:** Property Acquisition and Disposal Specialist

## **G/3.4. OPERATIONS**

Nil.

## **G/3.5. COMMUNITY DEVELOPMENT AND EVENTS**

### **G/3.5.1. ASSESSMENT OF EVENT SPONSORSHIP PROPOSALS - COMMUNITY EVENTS**

**Responsible Officer: General Manager Community Development and Events**

**Council Meeting Date: 7 May 2019**

**File Ref: GS3.1**

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#### **Purpose:**

The purpose of this report is to seek approval for recommendations made under Council's grant and sponsorship objectives.

#### **Officer's Recommendation:**

That Council:

1. Fund **Gladstone Multicultural Festival Day** (Gladstone Multicultural Association Inc), subject to conditions being met, as a one (1) year sponsorship agreement that provides for \$3,000 (ex GST) cash and \$9,297.25 in-kind sponsorship towards the 2019 event;
2. Fund **Under the Trees Music & Arts Festival** (Boyne Tannum Arts Business & Community Association Inc), subject to conditions being met, as a one (1) year sponsorship agreement that provides for \$25,000 (ex GST) cash sponsorship towards the 2019 event;
3. Decline the sponsorship request to fund **Pop-Up Polo Gladstone 2019** event.

#### **Background:**

In line with Council's Operational Plan, officers are currently reinvigorating the Community Investment Program and associated Policy. During this time, applications for sponsorship have been channeled directly to Council and not through the previous process via the Major Events Advisory Panel (MEAP).

Whilst the current review and development of Council's Community Investment Policy is in process and a concurrent development of Council's Regional Event Strategy, the application and assessment for 2019 events are being assessed via an out-of-round process and considered against MEAPs existing objectives for funding major events including:

- Grow major events in the region;
- Grow sustainability of events;
- Encourage maximisation of the economic and tourism impacts of major events; and
- Capacity building for existing events to further develop capabilities and sustainability.

## Consideration:

Council has received three (3) event sponsorship applications as tabled below:

ORGANISATION	EVENT	SPONSORSHIP REQUEST	
		Cash	In-Kind
Gladstone Multicultural Association Inc	Gladstone Multicultural Festival 2019	\$3,000	\$9,297.25
Boyne Tannum Arts Business & Community Association Inc	Under the Trees Music & Arts Festival 2019	\$25,000/yr (for 2 years)	Nil
Light Group Pty Ltd	Pop-up Polo Gladstone 2019	\$50,000	\$150,000

Delegated officers' undertook the assessment against the event outcomes intended through MEAP including:

- **Sustainability** - Reduce reliance on local government funding over time.
- **Innovation** - Embrace an attitude of enterprise, creativity and sustainability.
- **Destination Profile** - Raise an awareness of the Gladstone Region, contributing to destination appeal.
- **Economic Contribution** - Attract overnight stays and support local businesses.
- **Community** - Foster community pride.

The events recommended have demonstrated capacity to contribute and are aligned with Council's Operational Plan:

- 1.3 - Activate our public spaces.
- 1.4 - Build community capacity for events.
- 8.2 - Increase visitation to the region.

Whilst the event not recommended in this report also demonstrates capacity to deliver against Council's operational plan, the total sponsorship sought (cash and in-kind) is challenging to quantify a return on investment. An overview of each event is detailed below:

### Gladstone Multicultural Festival Day

Date:	31 August 2019
Locality:	Gladstone (Tondoon Botanic Gardens)
Application request:	\$3,000 (cash) \$9,297.25 (in-kind) This equates to 43% of the total cash expenditure budget
Council support directed to:	<ul style="list-style-type: none"><li>• Use of Tondoon Botanic Gardens</li><li>• 2 x Variable Message Boards</li><li>• Financial contribution towards staging and audio costs</li></ul>

The Gladstone Multicultural Festival day is a community event celebrating the cultural diversity in the Gladstone region. The event is proposed to include food stalls, entertainment, a vibrant kid's corner, and culturally themed workshops.

This will be the 23<sup>rd</sup> year the festival has been held, and previously the event has been held at the Marina Parklands.

In line with the objectives of the former MEAP program, delegated Officers undertook the following assessment:

Criteria	Evidence
Sustainability	<ul style="list-style-type: none"> <li>• Gold coin entry fee.</li> <li>• Market stall income.</li> <li>• Undertaking monthly markets and hiring of marquees etc. during the year to contribute funds towards the festival.</li> <li>• Creating relationships with local industry to get more involvement in multiculturalism and supporting the same.</li> <li>• Secured 3 years of funding through Multicultural Affairs Queensland.</li> </ul>
Innovation	<ul style="list-style-type: none"> <li>• Partner with Bundaberg and Rockhampton multi-cultural committees to share entertainment groups.</li> <li>• Change of location from Marina Parklands to Tondoon Botanic Gardens, different day and timing to attract more participants.</li> <li>• Invite more guests for entertainment, cooking demonstrations, musical performances.</li> <li>• Working towards expanding the event from 1 day to 2 days.</li> <li>• Adding in multicultural markets to give local community a chance to enjoy goods not found locally.</li> <li>• Enhancing the entertainment to showcase as many different types of cultural art, music, dancing, singing.</li> <li>• Rebranding the way the Multicultural Association is perceived in the community.</li> <li>• Will incorporate Tondoon Botanic Garden Bonsai exhibition into the festival.</li> <li>• Requesting of food vendors to use environmentally friendly straws</li> </ul>
Destination Profile	<ul style="list-style-type: none"> <li>• Attract other vibrant migrant communities outside the region.</li> <li>• Cemented its place in the region's annual events calendar and is a drawcard for tourists and locals.</li> <li>• In the past, visitors have come from Biloela and Rockhampton.</li> </ul>
Economic contribution	<ul style="list-style-type: none"> <li>• Market and food stalls – total of 63 in 2018.</li> <li>• The food stalls will be run by community organisations and local food vendors.</li> <li>• Local artist groups.</li> <li>• 2019 attendance estimated at 7,000 (100 intrastate).</li> <li>• Showcase local businesses that support the concept of Multiculturalism in Gladstone.</li> </ul>
Community	<ul style="list-style-type: none"> <li>• Volunteers assisting during the festival.</li> <li>• Local entertainment.</li> <li>• Attracting migrants residing in Gladstone – create an understanding of different cultures, traditional practices.</li> <li>• Build a strong connecting bridge/promoting harmony between different cultural communities.</li> <li>• Business Strategy 2019-2022 – to provide culturally appropriate activities, services and events that foster community cohesiveness, tolerance and understanding and builds.</li> </ul>

### Under the Trees Music & Arts Festival

Date:	21 September 2019
Locality:	Boyne Island
Application request:	\$25,000 (ex GST) (per year for 2 years) This equates to 19.31% of the total cash expenditure budget
Council support directed to:	<ul style="list-style-type: none"> <li>• Engage top line artists</li> </ul>

Under the Trees Music & Arts Festival (UTT) is Gladstone region's grassroots, music, arts and cultural celebration. Festival of the senses, with a vibrant mix of music, performance, visual arts and food, and an exciting friendly vibe.

This will be the 3<sup>rd</sup> year the festival has been held at Jacaranda Drive, Boyne Island.



In line with the objectives of the former MEAP program, delegated Officer's undertook the following assessment: -

Criteria	Evidence
Sustainability	<ul style="list-style-type: none"> <li>• Ticketed event – previous early bird prices \$35 (Adult) and \$15 (Children 5-12yrs).</li> <li>• Decision to keep ticket prices affordable to allow greater attendance.</li> <li>• Committee is focused on building organisational and community capacity to ensure sustainability.</li> <li>• Steps being taken to investigate reuse containers for drink and food for better waste management practice and environmental sustainability.</li> <li>• Continue to use recycled and materials from natural environment for seating and decorating.</li> <li>• Profits from the event will be reinvested.</li> <li>• Improve merchandise sales.</li> <li>• Seeking new corporate sponsorship to reduce reliance on government funding.</li> </ul>
Innovation	<ul style="list-style-type: none"> <li>• Investigating opportunities for local transport deals to encourage Gladstone residents to attend the event e.g. ticket and ride deals with a bus company.</li> <li>• UTT access free digital marketing training to up-skill volunteers.</li> <li>• Ticketing will be done through Humanitix where a portion of the fee will be paid to a charity of UTT choice.</li> <li>• Onsite ATM.</li> <li>• Discussions underway about a corporate volunteers' program.</li> <li>• Engaging top line acts to attract local/regional and wider catchment audiences.</li> <li>• Investigating options for a 2-day festival and the suitability of the current site.</li> <li>• Strategic Business Plan 2017-2020 vision is to be one of Queensland's leading alternative live music festivals, showcasing grassroots beats, arts and culture.</li> </ul>
Destination Profile	<ul style="list-style-type: none"> <li>• Focused on building Southern Great Barrier Reef brand as well as the Gladstone region.</li> <li>• Event is listed on Australian Tourism Data Warehouse and advertising in the 2019/20 Southern Great Barrier Reef Holiday Planner with circulation of 52,000 copies across all eastern states and Visitor Information centres.</li> <li>• Strong media campaigns across CQ, Burnett, Fraser Coast, Sunshine Coast and Brisbane.</li> <li>• Has applied for funding through Tourism Events Queensland to engage an Event Specialist.</li> <li>• The event has been moved to the first weekend of the September school holidays to try and attract people to the region for the holiday period.</li> <li>• Showcase iconic locations as part of the festival marketing.</li> <li>• UTT have a marketing strategy for 2019-2021.</li> </ul>
Economic contribution	<ul style="list-style-type: none"> <li>• Building the marketing to the wider CQ and South East Qld audience, targeting a 5-hour drive.</li> <li>• Working with local accommodation to package ticket and room deals.</li> <li>• Partnering with BITS Cricket Club to obtain mutual benefits in promoting joint event of Industry Cricket on 20-21 September. Potential for overnight stays.</li> <li>• Expected 50% increase in attendance from last year, therefore potential spend within the region will increase.</li> <li>• UTT spends at least 75% of festival expenditure within the local area. Policy of "buy local first".</li> <li>• In 2018, 73 local suppliers were used (18 from outside the region).</li> <li>• One motel is completely booked with entertainers for 2 nights.</li> </ul>
Community	<ul style="list-style-type: none"> <li>• Family friendly event, with activities being provided for kids across the event.</li> <li>• More than 110 volunteers running the event.</li> <li>• Community involved in creating pieces to dress the festival.</li> </ul>

Criteria	Evidence
	<ul style="list-style-type: none"> <li>• Application made to Festivals Australia for funding to host Colin Offord, international artist to provide week long workshop for locals to transform natural materials into musical instruments, learn to play them and then perform at the festival.</li> <li>• Committee has actively recruited young people to increase their engagement both with the festival and wider community.</li> <li>• Local community groups are rewarded for the support they provide.</li> </ul>

Whilst community benefits were well justified in the assessment, growth in event participation over the two years' feasibly warrants continued funding for (1) year. Taking into consideration the limitations of the current event site and steady event participation growth in achieved in the 2019 event, future funding could be considered for consecutive years.

### Pop-Up Polo Gladstone

Date:	August 2019
Locality:	Memorial Parklands - Gladstone
Application request:	\$50,000 cash \$150,000 in-kind for; <ul style="list-style-type: none"> <li>• Relocation of Softball Diamond</li> <li>• Marketing Support</li> <li>• Field improvement prior to and restoration after event</li> <li>• Rubbish skips, bins and collection</li> <li>• Traffic Management</li> </ul>
Council support directed to:	Four (4) minute video showcasing the event, city and region (\$50,000)

Pop-Up-Polo is a bespoke event which caters to a niche regional audience. The event would be a first for the Gladstone Region. This same event was successfully hosted in Rockhampton in 2018 and scheduled again for 8 June 2019.

The event concept is described as;

- Bespoke event catering for a refined regional audience
- Premium entertainment for a professional workforce
- Strengthening the local retail, hospitality and tourism industry
- Enhancing the social and cultural aspects of regional communities

The event is managed by Events Queensland in partnership with professional polo event organisation, 'Polo Events Australia Pty Limited'.

In line with the objectives of the former MEAP program, delegated Officer's undertook the following assessment: -

Criteria	Evidence
Sustainability	<ul style="list-style-type: none"> <li>• Ticketed event</li> <li>• Tiered sponsorship packages available</li> <li>• Corporate support for the event</li> </ul>
Innovation	<ul style="list-style-type: none"> <li>• No similar product offered in the Region (same product offered in Rockhampton)</li> <li>• Targets a niche, corporate market</li> </ul>
Destination Profile	<ul style="list-style-type: none"> <li>• Strong marketing for a unique product</li> <li>• Sponsorship deliverable of a 4 minute promotional video showcasing the regions assets</li> <li>• Regional promotion via UPA's media assets and 40,000 strong database</li> <li>• Showcases the Region as a progressive centre that is 'open for business'</li> </ul>
Economic contribution	<ul style="list-style-type: none"> <li>• Rockhampton event attendance 1900 guests</li> <li>• 520 guests from outside of LGA</li> <li>• Average spend was calculated at \$242.50pp</li> <li>• Encourages overnight stays</li> </ul>

	<ul style="list-style-type: none"> <li>• Rockhampton results showed positive impact on travel, accommodation, hospitality and retail businesses.</li> </ul>
Community	<ul style="list-style-type: none"> <li>• Includes local business for fringe events, style guides, sponsorship etc. Building local business.</li> <li>• Niche market</li> </ul>

The location selected to host this event is Memorial Park, Gladstone. Confirmed as the single preferred site due to its proximity to the CBD to maximise economic benefit for local retail and business.

To make the site fit-for-purpose, Council would be required to undertake capital works including the relocation of a softball diamond shelter as part of the \$150,000 in-kind request. This is a significant investment considered unfeasible due to cost for a single day event. It is also important to note that a master plan is currently being prepared for Memorial Park and remediation to existing infrastructure may not align to this strategic planning.

Whilst the benefits identified in the assessment is evident, the level of Council investment sought (cash and in-kind) is challenging to quantify a reasonable return on investment taking into further consideration the niche audience and improbable broad community appeal.

That said, diversification of event product in Gladstone region should be encouraged for future support consideration pending submission of feasible proposals.

### **Communication and Consultation (Internal/External):**

#### Internal

- General Manager Community Development and Events
- Manager Events and Entertainment
- Events Specialist
- Manager Tondoon Botanic Gardens
- Community Investment Officer
- Team Leader Workshops
- Events Booking Officer
- Community Engagement Specialist

#### External

- Gladstone Multicultural Association Inc
- Boyne Tannum Arts Business & Community Association Inc
- Light Group Pty Ltd

### **Legal Environmental and Policy Implications:**

A Policy has not been adopted that incorporates donations, grants and sponsorship, and as such there is no current policy in place to assess applications for major events. Requests prior to the Community Donations Policy review were assessed via Council's Major Events Advisory Panel (MEAP) operating under a Terms of Reference. A key responsibility of the Panel was to consider sponsorship requests and provide recommendations to Council.

It is anticipated that the new Community Investment Policy objectives and outcomes for events will incorporate similar objectives and outcomes adopted by the former MEAP Panel.

This Policy also needs to align with the Regional Events Strategy that is being developed by Council. Therefore, it is considered that there is minimal risk to Council considering these applications prior to the draft Policy being adopted by Council.

Council will enter into funding agreements with both organisations that have been recommended, should Council choose to fund their event. Benefits will be negotiated by Council Officers and defined in these agreements.

**Financial and Resource Implications:**

In 2018/19, Council allocated \$280,100.00 to support community and regionally significant events and festivals. To date, \$196,533.00 has been released, supporting 16 events. A balance of \$83,547.00 is available for allocation.

Whilst the two (2) recommended events will be undertaken in the 2019/20 financial year, release of funding is required in 2018/19 for the event organisers to commit/secure their proposed event activities.

Pending Council's favorable adoption of this report to release a total of \$23,000 to fund two (2) events, a balance of \$60,547.00 will remain for subsequent event sponsorship applications likely to be received in the remainder of 2018/19.

**Commentary:**

The recommended organisations have applied for financial assistance in the past. Refer to Attachment 1 for the historical information with respect to the organisation's prior funding requests.

**Summary:**

Nil

**Anticipated Resolution Completion Date:**

21 September 2019

**Attachments:**

1. Historical Funding Information

**Tabled Items:**

Nil.

**Report Prepared by:** Community Investment Officer

## G/3.5.2. SPORT AND RECREATION CLUB DEVELOPMENT GRANT 2018/19 ROUND 2

**Responsible Officer: General Manager Community Development and Events**

**Council Meeting Date: 7 May 2019**

**File Ref: SR3.1**

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### **Purpose:**

The purpose of this report is for the Sport and Recreation Assessment Panel to provide Council with allocation recommendations regarding Round 2 Applications for the Sport and Recreation Club Development Grants.

### **Officer's Recommendation:**

That Council adopt the Assessment Panel recommendation for the following applications under Round 2 of the Gladstone Regional Council Sport and Recreation Club Development Grant as outlined below:

<b>Applicant</b>	<b>Project</b>	<b>Requested Funding</b>	<b>Recommended Funding</b>
<b>Calliope Football Club Inc</b>	Calliope FC Junior Development Grant	\$1,200.00	<b>\$1,200.00</b>
<b>Gladstone United Football Club Inc</b>	Upgrading the GUFC coaching equipment	\$1,200.00	<b>\$1,200.00</b>
<b>Gladstone Gymnastic Club Inc</b>	Ipad Upgrade	\$1,200.00	<b>\$1,200.00</b>
<b>Tannum Seagulls Senior Rugby League</b>	Facilitate live timing and electronic scoring at Dennis Park	\$1,000.00	<b>\$1,000.00</b>
<b>Gladstone District Dirtriders Club Inc</b>	Strategic Plan 2019-2022	\$1,000.00	<b>\$1,000.00</b>
<b>Port Curtis Sailing Club Inc</b>	Start Sailing and Port Curtis Sailing Club	\$1,200.00	<b>Nil</b>
<b>1770 Dragons Inc</b>	Training Equipment	\$1,128.00	<b>\$1,128.00</b>
<b>Gladstone Clay Target Club</b>	Gladstone Annual 2 Day Easter Carnival 30 Target Double Barrel Handicap Event	\$1,000.00	<b>Nil</b>
<b>Tannum Sands Surf Life Saving Club</b>	Build capacity of Tannum Sands SLSC Nipper Program	\$1,200.00	<b>\$1,200.00</b>
<b>Gladstone District Darts Association</b>	Replace old Dart Boards	\$950.00	<b>\$950.00</b>
<b>Boyne Tannum Bullets Swimming Club</b>	Training equipment for junior swimmers	\$1,000.00	<b>\$1,000.00</b>
<b>Gladstone &amp; District Hockey Association</b>	Purchase of New Linemarking Machine	\$1,200.00	<b>\$1,200.00</b>
<b>Gladstone Districts Bushwalkers Club</b>	Bushwalking Navigation Training	\$909.05	<b>\$909.05</b>
<b>Boyne Tannum Football Club</b>	Strategic Planning and Facility Development	\$1,000.00	<b>\$1,000.00</b>
<b>Bororen Pony Club Inc.</b>	Open Sports Day and Annual Gymkhana	\$1,000.00	<b>\$1,000.00</b>

### **Background:**

Gladstone Regional Council's Club Development Grant assists sports and active recreation organisations, associations and clubs, throughout the Gladstone region, in a development and capacity building space. Eligible projects for the Club Development Grant include:

- Administration courses;
- Coach, official and volunteer education and accreditation;
- Durable equipment for training or competition;
- Canteen and office equipment;
- Grounds maintenance equipment;
- Building/construction designs;
- Club development plans;
- Risk management plans;
- 'Come and Try' days;
- Marketing initiatives.

Applicants can apply for a maximum amount of \$1,200, with applicants required to contribute at least 20% of the finances to the total cost of the project. Projects cannot have commenced prior to being awarded funding. Organisations can only be funded every second round of the Club Development Grant.

### **Consideration:**

Council received fifteen (15) applications for Round 2 of the Club Development Grant, requesting a total funding amount of \$16,187.05. Of the fifteen (15) applications thirteen (13) have been recommended by the assessment panel for funding, with two (2) deemed not suitable and/or ineligible for funding during this round.

The Port Curtis Sailing Club Inc were not recommended for funding approval for Round 2 of the Club Development Grant due to the club receiving funding in Round 1 2018/19, deeming them ineligible according to the Club Development Grant Guidelines.

The Gladstone Clay Target Club were deemed ineligible for funding through Round 2 of the Club Development Grant 2018/19 due to their application not meeting the requirements outlined in the Club Development Grant Guidelines. The Gladstone Clay Target Club application was suited to the Event Grant Program, which has passed.

Of the recommended projects, the spread of organisations was vast and varying, including local football, hockey and rugby league organisations, as well as bushwalking, dirt riders, and pony clubs. The funding will contribute to projects ranging from new coaching and development equipment and planning, through to club program implementation and strategic planning.

### **Communication and Consultation (Internal/External):**

Internal representatives of the Sport and Recreation Assessment Panel included:

- Cr Rick Hansen
- Cr Peter Masters
- Community Development Specialist
- Community Investment Officer
- Community Development Officer
- Program Support Officer

### **Legal Environmental and Policy Implications:**

Assessment was undertaken in accordance with Council's Regional Sport and Recreation event Grant Program guideline.

### **Financial and Resource Implications:**

In 2018/19, Council budgeted \$245,000 to deliver the Sport and Recreation Grant Program. Funds are distributed across the following categories:

- Two (2) rounds of Club Development Grants
- 2 rounds of Sport and Recreation Event Grants
- Facility Assistance Grant Program – Community Projects
- Facility Assistance Grant Program – Strategic Projects

To date, \$193,514.80 has been released, supporting 25 clubs and sport organisations. A balance of \$51,485.20 is available for allocation. Pending Council's favorable adoption of this report to release a total of \$13,987.05 to fund 13 recommended recipients, a balance of \$37,498.15 remains.

### **Commentary:**

The projects funded as a part of Round 2 of the Club Development Grant must not commence prior to approval and must be completed by 30 November 2019.

### **Summary:**

Council received fifteen (15) applications for Round 2 of the Club Development Grant, of which thirteen (13) have been recommended for funding, and two (2) have been deemed unsuitable and/or ineligible for funding approval and therefore were not recommended.

### **Anticipated Resolution Completion Date:**

Projects funded by Round 2 of the Club Development Grant must be completed by Saturday 30 November 2019, with project acquittal due by Wednesday 1 January 2020.

### **Attachments:**

1. GRC Sport and Recreation Club Development Grant Guidelines 2018/19
2. Club Development Grant Round 2 Applications

### **Tabled Items:**

Nil.

**Report Prepared by:** Community Development Officer

### G/3.5.3. REGIONAL ARTS DEVELOPMENT FUND (RADF) ROUND ONE 2018-19

**Responsible Officer: General Manager Community Development and Events**

**Council Meeting Date: 7 May 2019**

**File Ref: CC7.16**

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**Purpose:**

Regional Arts Development Fund (RADF) Committee reporting on applications for Round One of the 2018-19 RADF Program.

**Officer's Recommendation:**

That Council:

1. Adopt the Regional Arts Development Fund (RADF) Committee funding recommendation of applications received under Round One 2018-19 RADF Program (September 2018 to September 2019) as tabled below:

<i>Applicant</i>	<i>Project description</i>	<i>Category</i>	<i>Artform</i>	<i>Project cost</i>	<i>Recommended Funding</i>
<b>Jan Ross-Manley</b>	Documenting the 'Reef on Our Mind' exhibition for online access	Contemporary Collections / Stories	Design	\$34,960.00	\$7,000.00
<b>Melissa Peacock</b>	Workshops in conjunction with World Community Arts Day 2020	Regional Partnerships	Visual Arts	\$9,765.87	\$5,730.62
<b>Gladstone Spinners, Weavers &amp; Fibre Workers</b>	Host Rigid Heddle Weaving workshop	Building Community Cultural Capacity	Visual Arts	\$4,115.00	\$2,254.00
<b>Capricorn Film Festival</b>	Creation of new work	Building Community Cultural Capacity	New Media / Film	\$31,930.00	\$9,500.00
<b>Yarwun Grow Group</b>	Public artwork at Yarwun Reserve	Building Community Cultural Capacity	Visual Arts	\$4,870.00	\$3,470.00
<b>Gladstone Performing Arts Company</b>	Host two full-day choral workshops led by choir conductor Dr Jonathan Welch	Building Community Cultural Capacity	Music	\$8,158.00	\$5,358.00
<b>Leah Chynoweth-Tidy</b>	Create original music videos	Contemporary Collections / Stories	New Media / Film	\$4,690.00	\$2,566.00
<b>Kristel Kelly</b>	Create a Creativity and Mental Health Podcast with local artists	Contemporary Collections / Stories	New media	\$6,825.00	\$1,835.00
<b>Creative Gladstone Region Inc.</b>	Mixed media painting workshop and exhibition	Building Community Cultural Capacity	Visual arts	\$4,175.00	\$2,015.00
<b>Katrina Elliott</b>	Create mosaic sculpture	Building Community Cultural Capacity	Visual arts	\$8,498.00	\$5,472.00
<b>Gidarjil Development Corporation</b>	Host workshop to collaborate and create painted Yarning Circle, documenting local stories	Contemporary Collections / Stories	Visual Arts	\$8,784.20	\$0.00
<b>TOTAL</b>				<b>\$126,771.07</b>	<b>\$45,200.62</b>



2. Adopt the RADF Committee recommendation to:

- a) accept the Outcome Reports for the following projects:
- AWSUM - *AWSUM Uke Jam 2018*
  - Baffle Arts Group: *Life Drawing Workshop*
  - CAS: *Seniors Week 2018*
  - Creative Gladstone Region Inc.: *Plein Air Painting Landscape*
  - Felicia Lloyd: *Curated at Crow Street*
  - Hayley Marsten: *Hayley Marsten Music Videos*
  - Heather Jensen: *QCWA State Handcraft School*
  - Jennifer Ryan: *My Rhupus Life*
  - Lee McIvor: *Artlands Victoria*
  - Luke Graham: *Sharko*
  - Natisha Strudwick: *Love Sick, Modernised 12th Night*
  - Tia Tassin: *DAG Sheepstation Singer / Songwriter Retreat*
- b) approve the variations sought for the following projects:
- Crow Street Creative: *CSCI Strategic Planning*  
(*Variation: New facilitator and change of dates*)
  - Gladstone Arts Council: *50 Years – a history*  
(*Variation: change of dates*)
  - Gladstone Inclusion Centre  
(*Variation: change of artist and dates*)

### **Background:**

Regional Arts Development Fund (RADF) is a Queensland Government and Gladstone Regional Council partnership to support local arts and culture in regional Queensland.

Each year, a public invitation is advertised for people to become involved in the administration of RADF through appointment to its committee.

On 4 December 2018, Council appointed Cr Glenn Churchill as chair of RADF Committee and an Officer of the Gladstone Regional Art Gallery & Museum assigned as secretariat.

### **Consideration:**

Council received eleven (11) applications with a total funding request of \$55,952.82.

On 17 April 2019, the RADF Committee undertook assessment and resolved to recommend 10 applications with a total funding recommendation of \$45,200.62.

One application was not recommended as the application and project require further development. Committee encourage resubmission of the project in a future round.

## **Communication and Consultation (Internal/External):**

2018-19 RADF Committee members:

- Wesley Walker
- Tina Skyring-Quirk
- Belynda (Bindi) Waugh
- Michael Lunan
- Lorna McGrath
- Hannah Rodda
- Michael Connolly.

Council Representatives

- RADF Liaison Officer, Cultural Projects Specialist
- Events Assistant.

## **Legal Environmental and Policy Implications:**

RADF is a financial partnership between the Queensland Government (Arts Queensland) and Gladstone Regional Council.

RADF is informed by Council's Arts & Culture Policy (P-2015/10) developed in conjunction with the advisory committee and is currently under review.

## **Financial and Resource Implications:**

In 2018-19, Council budgeted \$133,740 (gross) for the RADF program, inclusive of \$55,000 from the Queensland Government.

RADF is hosted from 1 October to 30 September, with two community funding rounds hosted annually and provision made for a Special Round, as required. The next round closes Friday, 30 August 2019.

## **Commentary:**

Council initiated RADF Strategic Projects include:

- a) *Take pART* – Gladstone Region and
- b) Community & Committee Training

Round 1 funding presentation to be held in conjunction with official announcement of the *Take pART* presenters, Gladstone Regional Art Gallery & Museum 5pm, Friday 10 May 2019.

## **Summary:**

RADF and the funding partnership offered by Arts Queensland is an important component of arts and culture development in Gladstone Region.

## **Anticipated Resolution Completion Date:**

4 June 2019

**Attachments:**

1. Minutes of Meeting RADF R1 2018-19, 17 April 2019

**Tabled Items:**

1. Summary of Outcome Reports

**Report Prepared by:** Cultural Projects Supervisor

## **G/3.6. CUSTOMER EXPERIENCE**

### **G/3.6.1. BIOSECURITY PROGRAM (SURVEILLANCE) WINTER 2019**

**Responsible Officer: General Manager Customer Experience**

**Council Meeting Date: 7 May 2019**

**File Ref: EM12.6**

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#### **Purpose:**

To seek Council approval by resolution to implement a Biosecurity Program (Surveillance) under the *Biosecurity Act 2014 (Qld)* to monitor the compliance of landholders with restricted and prohibited matter of Giant Rats Tail Grass, Parthenium, Groundsel Bush, Chinee Apple, Parkinsonia and Feral Leucaena in the Gladstone Region.

#### **Officer's Recommendation:**

That in accordance with section 235 of the *Biosecurity Act 2014*, Council authorise the attached Biosecurity Program (Surveillance) for the period 22 May 2019 to 31 October 2019.

#### **Background:**

The *Biosecurity Act 2014* (the Act) allows local governments to adopt 'Biosecurity Programs' to manage biosecurity risks within their local government area. Section 232 of the Act provides for a local government to undertake two types of biosecurity programs, being:

##### Surveillance program

Used to monitor compliance with the Act; confirm the presence, absence, levels of extent of a biosecurity matter; and monitor the effectiveness of risk response measures by stakeholders.

##### A prevention and control program

Used when biosecurity matter is in an area that poses a significant biosecurity risk and may be used to prevent the entry, establishment or spread of biosecurity matter, or manage, reduce or eradicate biosecurity matter.

Under Gladstone Regional Council's Biosecurity Plan 2016-2019, success indicator 2.1.1.3 requires Council to implement biannual biosecurity programs to target priority invasive species within the Gladstone region. The biannual program is proposed to be implemented based on the following framework:

- When Gladstone Regional Council's weather is less influenced by rainfall events (i.e. when cold fronts and high pressure systems are more dominant) and priority invasive species are less active, Council will target localities adjacent to core infestations of priority invasive species and attempt to identify outlying infestations. The results from these inspections will feed back into compliance activities when biosecurity matters are more active.
- When Gladstone Regional Council's weather is more influenced by rainfall events (i.e. when monsoonal troughs and low pressure systems are more dominant) and priority invasive species are more active, Council will target localities with core infestations of priority invasive species for compliance activities.

## **Consideration:**

Council has a responsibility to monitor compliance with the Act to ensure landholders are managing their properties to prevent the spread of restricted material. The proposed 2019 Winter Biosecurity Surveillance Program (Attachment 1) undertaken from 22 May 2019 to 31 October 2019 aims to

- Monitor landholder compliance in accordance with the Act;
- Identify other areas in the region where the target species exist; and
- Enable the Pest Management team to undertake proactive work.

These invasive species are identified in Council's Biosecurity Plan 2016-2019 as Eradication and Containment Invasive Species; are the most active invasive species during winter and the dry season, and have been attributed to the most customer service requests for the 2018-19 period, therefore is of biggest concern to the region's industry, landholders and customers specifically:

- Giant Rats Tail Grass;
- Parthenium
- Groundsel Bush;
- Chinee Apple;
- Parkinsonia; and
- Feral Leucaena.

The program will focus on all localities in the region as:

- The Pest Management Team is dispersed in the Southern, Central and Northern parts of the region, therefore provide coverage of the whole region;
- Reactive work is undertaken in areas that contain known active infestations and performing compliance; and
- It enables Proactive work, whereby we can inspect and survey other areas to determine the presence of target species.

The Proactive work will allow the species to be mapped, compliance to be undertaken and will also provide insight and information to design programs and schedules that are efficient and effective, and further our progress towards the Biosecurity Program Success Indicators.

### Option One

The program contained in the recommendation is tabled for consideration.

### Option Two

Develop a new program, that lists specific locations. This would allow the community to know what areas we are targeting. The risk being where a property lies outside this location officers are to seek consent to allow entry to inspect or alternatively a new program be developed and return to Council for endorsement.

### Option Three

Do Nothing. This would mean officers seek consent to allow entry to all properties to inspect and carry out compliance, rather than an overarching program that allows this for all locations.

## **Communication and Consultation (Internal/External):**

Relevant officers in Customer Experience and Strategic Asset Performance have been consulted in the development of the proposed Biosecurity Program (Surveillance).

As required under the section 239 (2) of the Act, consultation with the Chief Executive of the Department of Agriculture and Fisheries regarding the biosecurity program occurred on 10 April 2019.

External notification in accordance with the requirements of the *Biosecurity Act 2014* will be made following Council resolution.

**Legal Environmental and Policy Implications:**

Section 235 of the Act outlines that the authorisation of a biosecurity program made by a local government must be authorised by resolution of the local government.

**Financial and Resource Implications:**

The costs of undertaking the proposed Biosecurity Program (Surveillance) are incorporated within the existing operational budget for the Pest Management cost centre.

**Commentary:**

The Biosecurity Program (Surveillance) assists in meeting Council's obligation to monitor the provisions of the *Biosecurity Act 2014*.

**Summary:**

Nil.

**Anticipated Resolution Completion Date:**

22 May 2019 to allow Council to provide fourteen (14) days public notice, including notification to:

- Each department or government owned corporation responsible for land in the area to which the biosecurity program relates; and
- The public via Council's website.

**Attachments:**

1. 2019 Winter Biosecurity Surveillance Program

**Tabled Items:**

Nil.

**Report Prepared by:** Manager Biosecurity and Environmental Health

**G/3.6.2. DEVELOPMENT APPLICATION 39/2018 FOR A MATERIAL CHANGE OF USE OF PREMISES FOR A RETIREMENT FACILITY (MANUFACTURED HOUSING ESTATE) LOCATED AT LOT 3 SP 221743 & LOT 300 SP 264827, AGNES WATER QLD 4677**

**Responsible Officer: General Manager Customer Experience**

**Council Meeting Date: 7 May 2019**

**File Ref: DA/39/2018 & DB8.1**

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**Development Application:**

**Application Number:** DA/39/2018  
**Applicant:** Stockwell Development Group Pty Ltd C/- Zone Planning Group  
**Owner:** Moistbrook Pty Ltd & Stockwell Shores Estate Pty Ltd  
**Confirmation Notice:** 31 October 2018  
**Location:** Lot 3 SP 221743 and Lot 300 SP 264827  
**RPD:** Lot 3 SP 221743 and Lot 300 SP 264827  
**Area:** 28.79 hectares (total)  
**Current Use of Land:** Vacant  
**Zoning:** Emerging Community Zone  
**Proposal:** Retirement Facility (Manufactured Home Park)  
**Submissions Close Date:** 6 February 2019 to 27 February 2019  
**Number Of Submissions:** Four (4) Properly Made Submissions

**Purpose:**

The purpose of this report is to assess Development Application 39/2018 for a Material Change of Use of premises for a Retirement Facility (Manufactured Home Park) at Lot 3 SP 221743 and Lot 300 SP 264827 against the *State Planning Policy – July 2017* and the *Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2*.

**Executive Summary:**

The Development Application is located at Lot 3 SP 221743 and Lot 300 SP 264827 (Lot 3 and 300) was received by Council on 23 October 2018 and considered Properly Made on 30 October 2018. The application was prepared by Zone Planning Group on behalf of Stockwell Development Group Pty Ltd for the establishment of a retirement living facility targeted at over 50's within the Emerging Community Zone.

As per the *Our Pace Our Plan Gladstone Regional Council Planning Scheme Version 2* (the Planning Scheme), the Development Application required Impact Assessment. The application was assessed against the relevant provisions of the Planning Scheme, the *State Planning Policy – July 2017* (the SPP) and in accordance with the *Planning Act 2016* (the Act). As per the *Planning Regulation 2017* (the Regulation), the application required referral to Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) due to the proposal exceeding the state-controlled transport minimum threshold for Retirement Facilities.

As part of the Applicant's response to Council's Information Request, the developer changed the application use from a Relocatable Home Park to a Retirement Facility under the Planning Scheme Definitions. The proposed amendments will result in a development that supports aging in place, as detailed in the common material of the application. Furthermore, applying under the Retirement Facility use results in a development that cannot cater for the wider demographic and operate similar to a Caravan Park.

By virtue of the level of assessment, Public Notification was required. The Public Notification Period occurred between 6 February 2019 to 27 February 2019 with four (4) Properly Made Submissions received during this period.

After assessment of the application against the relevant provisions within the Planning Scheme and the SPP, the proposal is generally consistent with the relevant benchmarks. Therefore, the application for a Material Change of Use of premises for a Retirement Facility is recommended for approval, subject to reasonable and relevant conditions.

### **Subject Site:**

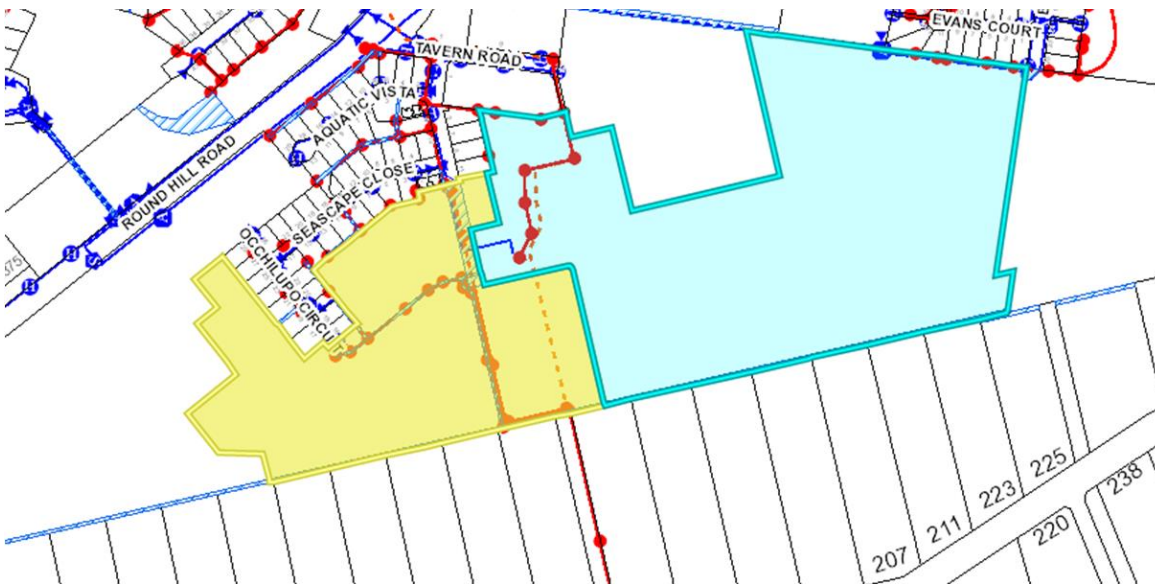
The subject sites are located at Lot 3 Tavern Road and 300 Occhilupo, Agnes Water which can be viewed via Figure One. The sites total area is approximately 28.79 hectares with four (4) potential road frontages available. However, the proposed development has indicated access from Watermark Avenue which currently has 18m of road frontage.



**Figure One: Aerial Image of Subject Sites**

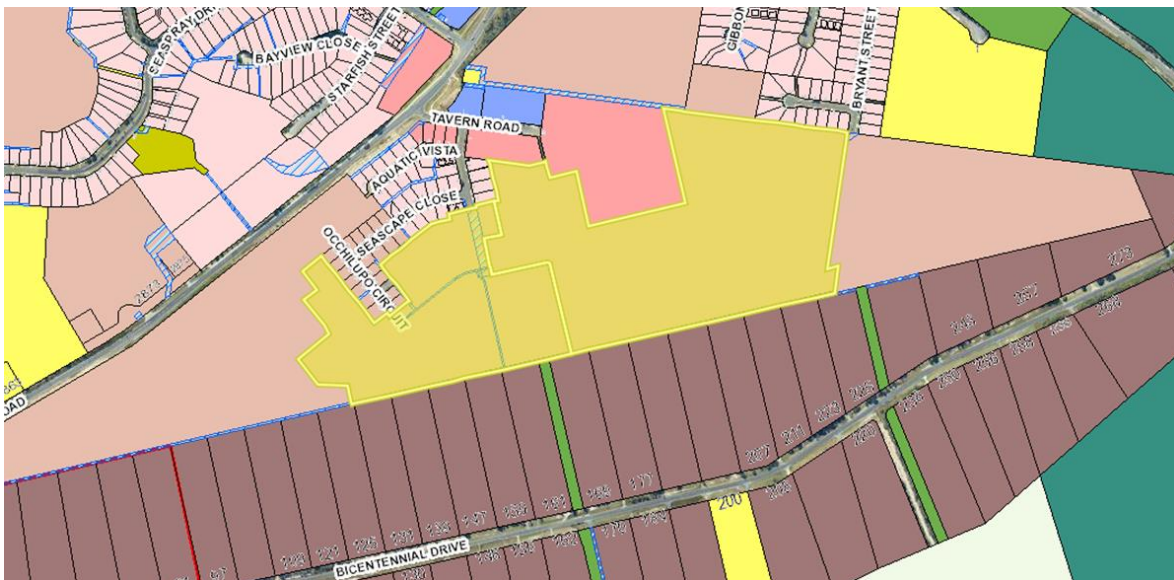
The sites have the opportunity to connect to Council's reticulated water and sewer services, as demonstrated in Figure Two. Furthermore, both lots are burdened by water and sewer infrastructure that service adjoining lots.





**Figure Two: Council's reticulated water and sewer infrastructure**

The subject sites are located within the Emerging Community Zone, as per Figure Three. The surrounding lots vary between Low Density Residential to Rural Residential zoning.



**Figure Three: Zoning of the Subject Sites**

**Background:**

Previous Approvals

The subject sites have two (2) current Reconfiguring a Lot applications which would result in further residential subdivision in the Agnes Water area, if they were acted upon. DA/44743/2009 was approved for a staged subdivision of 71 lots (shown in Figure Four), while DA/260/2016 was approved as a Preliminary Approval (Residential Zoning) and staged subdivision of 36 lots (Figure Five).

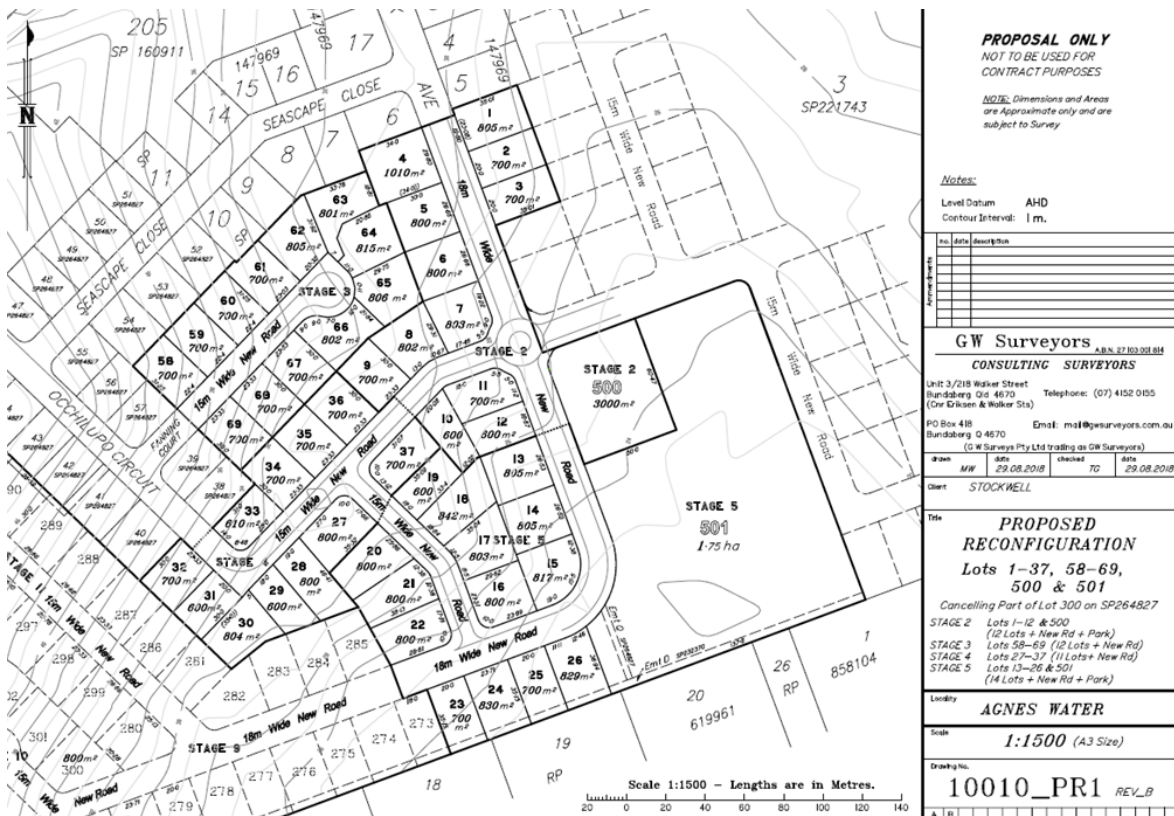


Figure Four: Approved Reconfiguring a Lot (DA/44743/2009)

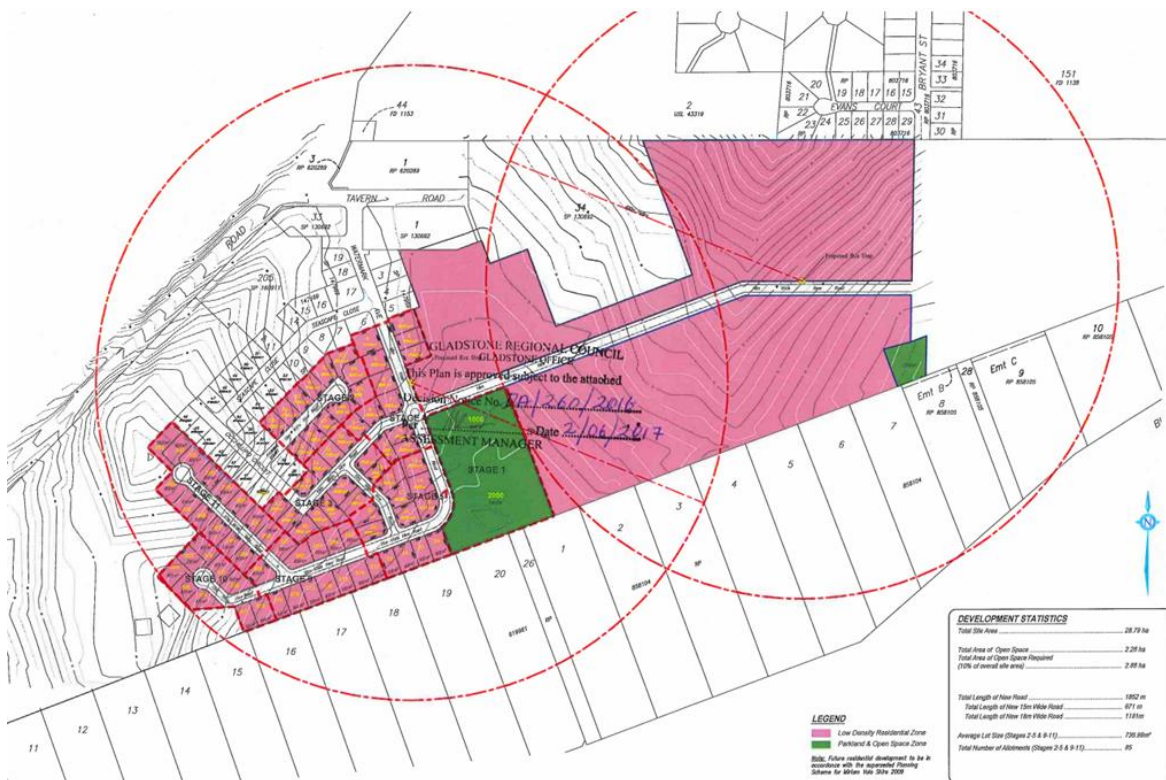


Figure Five: Approved Reconfiguring a Lot (DA/260/2016)

### Pre-lodgement Meeting

A pre-lodgement meeting between the Applicant and Council Officers was held on 5 September 2018 in relation to a proposed Material Change of Use of premises for a Relocatable Home Park. The following items were raised in the meeting:

- As part of lodgement, provide a Community and Economic Needs Assessment that demonstrates the overwhelming need while considering the locality (i.e. Agnes Water) and the current lack of community services. Furthermore, provide evidence as to why an overall yield of 370 sites needs to be developed specifically in the Agnes Water region.
- As part of lodgement, the Applicant should include water, sewer, stormwater, waste management and traffic modelling to demonstrate compliance with the relevant standards and codes.

### Current Application

Development Application 39/2018 was lodged with Council on 23 October 2018 and considered Properly Made on 30 October 2018. On 13 November 2018, Council issued an Information Request (IR) which covered concerns regarding the alleged target market to 'over 50's' but lodging under a Relocatable Home Park use, total yield of 360 sites, access to community and health care services, technical reports requiring amendment and connections to Council's services.

On 31 January 2019, the Applicant responded to the IR and requested a meeting with Council Officer's to discuss the additional justification provided. In particular, the Change Application (Minor) during the assessment process to realign the proposed development from Relocatable Home Park to Retirement Facility. The Applicant and Council Officer's met on the 7 February 2019 to discuss the submitted response. Council acknowledged the Minor Change and advised the appropriate departments prior to the Applicant commencing Public Notification. This ensured the referral agency and public were aware of the proposed development being categorised as Retirement Facility and not Relocatable Home Park.

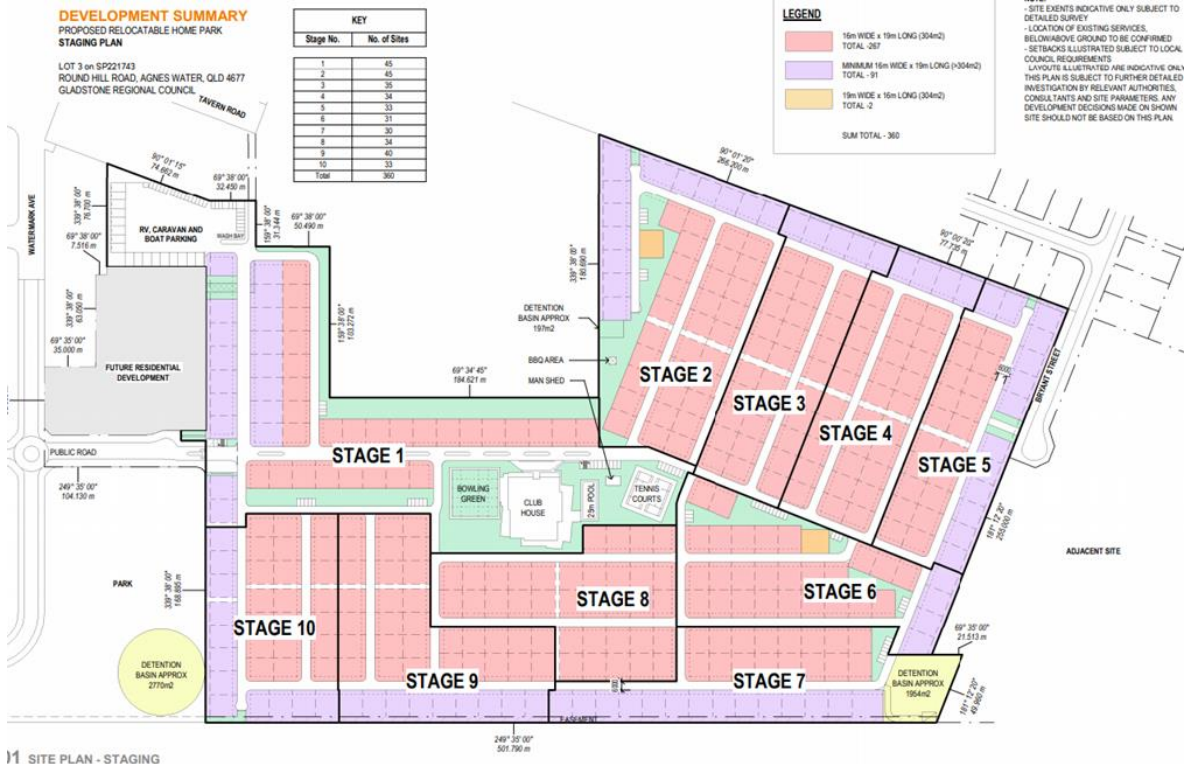
The Applicant also advised Council Officers that they conducted a separate Community Consultation session at Agnes Water on 6 April 2019. Approximately 30 community members attended with varying questions regarding the development.

### **Proposal:**

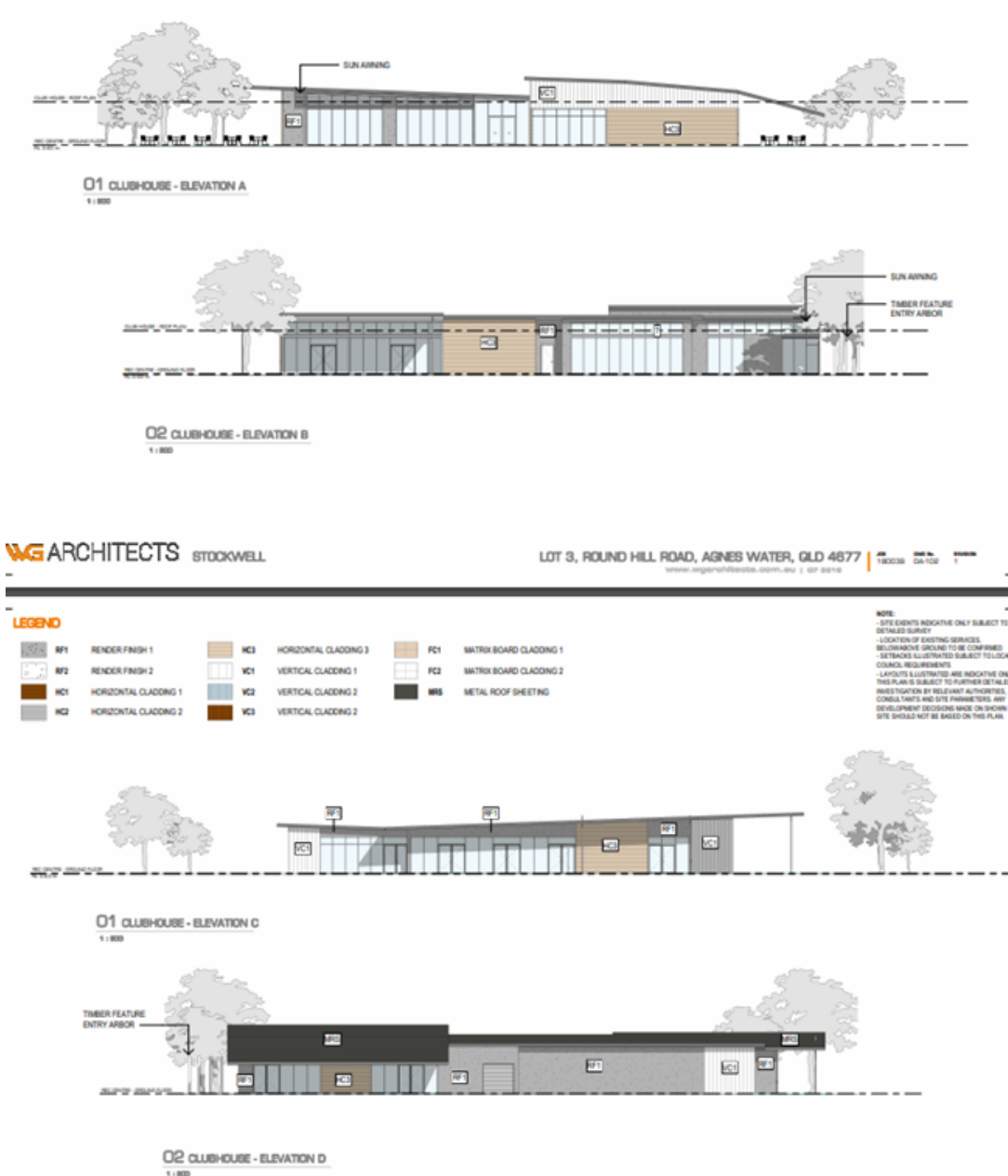
The proposal seeks to develop 360 manufactured homes as a Retirement Facility. The Planning Scheme defines a Retirement Facility as the following:

*A residential use of premises for an integrated community and specifically built and designed for older people. The use includes independent living units and may include serviced units where residents require some support with health care and daily living needs. The use may also include a manager's residence and office, food and drink outlet, amenity buildings, communal facilities and accommodation for staff.*

The Applicant has proposed to stage the development in 10 stages which includes onsite community facilities such as a Club House, Bowling Green, Pool, Man Shed, BBQ areas, Tennis Court and wash bay facilities (Figure Six below includes an overall site plan). These community facilities will be constructed within Stage 1 and are only available to the residents and their guests of the gated development (i.e. will not be available for hire or use by the general community). The proposed elevation for the Clubhouse has been illustrated below in Figure Seven.



**Figure Six: Proposed Site Plan and associated Staging**



**Figure Seven: Proposed Clubhouse Elevations**

A further break down of the staging has been included in the below table:

**Table One: Proposed Staging Breakdown**

Stage One	<ul style="list-style-type: none"> <li>• Main entry road and entrance statement</li> <li>• All applicable services connected to the property</li> <li>• 45 Dwellings</li> <li>• Communal recreational facilities (tennis court, pool, club house, bowling green and landscaped areas)</li> <li>• 17 RV parking, 29 caravan and boat parking area</li> <li>• 34 visitor parking spaces</li> </ul>
Stage Two	<ul style="list-style-type: none"> <li>• 45 Dwellings</li> <li>• Communal recreational facilities (BBQ pavilion and landscaped areas)</li> <li>• 7 visitor parking spaces</li> </ul>
Stage Three	<ul style="list-style-type: none"> <li>• 35 Dwellings</li> </ul>
Stage Four	<ul style="list-style-type: none"> <li>• 34 Dwellings</li> </ul>

Stage Five	<ul style="list-style-type: none"> <li>• 33 Dwellings</li> </ul>
Stage Six	<ul style="list-style-type: none"> <li>• 31 Dwellings</li> <li>• Communal recreation space</li> </ul>
Stage Seven	<ul style="list-style-type: none"> <li>• 30 Dwellings</li> <li>• 7 visitor parking spaces</li> <li>• Communal recreation space</li> </ul>
Stage Eight	<ul style="list-style-type: none"> <li>• 34 Dwellings</li> </ul>
Stage Nine	<ul style="list-style-type: none"> <li>• 40 Dwellings</li> </ul>
Stage Ten	<ul style="list-style-type: none"> <li>• 33 Dwellings</li> </ul>

Additionally, the development will operate under the *Manufactured Homes (Residential Parks) Act 2003* which permits the Applicant to construct relocatable Dwelling Houses and lease each dwelling out to a potential customer. Council's IR requested detailed building plans to demonstrate how the park will reflect a residential subdivision and incorporate into the coastal area of Agnes Waters. Below in Figures Eight to Eleven are the submitted Building Plans for the Retirement Facility. Furthermore, it should be noted that the proposed Dwelling House plans (floor plan and number of bedrooms) are not finalised until a purchaser is engaged. As such, the submitted plans are indicative only.



**Figure Eight: Proposed Building Type 1 (3 Bed, 2 Bath, Double Garage)**

**LEGEND**

RF1 RENDER FINISH 1	HC3 HORIZONTAL CLADDING 3	FC1 MATRIX BOARD CLADDING 1
RF2 RENDER FINISH 2	VC1 VERTICAL CLADDING 1	FC2 MATRIX BOARD CLADDING 2
HC1 HORIZONTAL CLADDING 1	VC2 VERTICAL CLADDING 2	MRS METAL ROOF SHEETING
HC2 HORIZONTAL CLADDING 2	VC3 VERTICAL CLADDING 2	

**TYPE 2 - COLOUR OPTION 2**

NOTE:  
 - SITE EXENTS INDICATIVE ONLY SUBJECT TO DETAILED SURVEY  
 - LOCATION OF EXISTING SERVICES, BELOWGRADE GROUND TO BE CONFIRMED  
 - SETBACKS ILLUSTRATED SUBJECT TO LOCAL COUNCIL REQUIREMENTS  
 - LAYOUTS ILLUSTRATED ARE INDICATIVE ONLY! THIS PLAN IS SUBJECT TO FURTHER DETAILED INVESTIGATION BY RELEVANT AUTHORITIES, CONSULTANTS AND SITE PARAMETERS. ANY DEVELOPMENT DECISIONS MADE ON SHOWN SITE SHOULD NOT BE BASED ON THIS PLAN



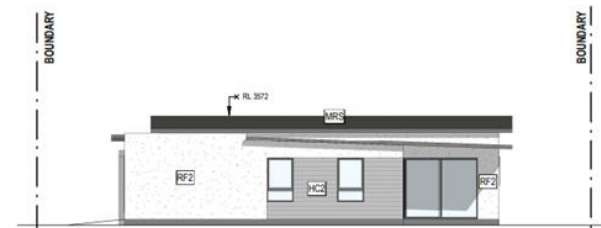
1 TYPE 2 - ELEVATION A1  
1:100



02 TYPE 2 - ELEVATION B1  
1:100



3 TYPE 2 - ELEVATION C1  
1:100



04 TYPE 2 - ELEVATION D1  
1:100

**Figure Nine: Proposed Building Type 2 (3 bed, 2 Bath, Double Garage)**

**LEGEND**

RF1 RENDER FINISH 1	HC3 HORIZONTAL CLADDING 3	FC1 MATRIX BOARD CLADDING 1
RF2 RENDER FINISH 2	VC1 VERTICAL CLADDING 1	FC2 MATRIX BOARD CLADDING 2
HC1 HORIZONTAL CLADDING 1	VC2 VERTICAL CLADDING 2	MRS METAL ROOF SHEETING
HC2 HORIZONTAL CLADDING 2	VC3 VERTICAL CLADDING 2	

**TYPE 3 - COLOUR OPTION 2**

NOTE:  
 - SITE EXENTS INDICATIVE ONLY SUBJECT TO DETAILED SURVEY  
 - LOCATION OF EXISTING SERVICES, BELOWGRADE GROUND TO BE CONFIRMED  
 - SETBACKS ILLUSTRATED SUBJECT TO LOCAL COUNCIL REQUIREMENTS  
 - LAYOUTS ILLUSTRATED ARE INDICATIVE ONLY! THIS PLAN IS SUBJECT TO FURTHER DETAILED INVESTIGATION BY RELEVANT AUTHORITIES, CONSULTANTS AND SITE PARAMETERS. ANY DEVELOPMENT DECISIONS MADE ON SHOWN SITE SHOULD NOT BE BASED ON THIS PLAN



01 TYPE 3 - ELEVATION A1  
1:100



02 TYPE 3 - ELEVATION B1  
1:100



03 TYPE 3 - ELEVATION C1  
1:100



04 TYPE 3 - ELEVATION D1  
1:100

**Figure Ten: Proposed Building Type 3 (3 Bed, 2 Bath, Double Garage)**

**LEGEND**

 RF1 RENDER FINISH 1	 HC3 HORIZONTAL CLADDING 3	 FC1 MATRIX BOARD CLADDING 1
 RF2 RENDER FINISH 2	 VC1 VERTICAL CLADDING 1	 FC2 MATRIX BOARD CLADDING 2
 HC1 HORIZONTAL CLADDING 1	 VC2 VERTICAL CLADDING 2	 MRS METAL ROOF SHEETING
 HC2 HORIZONTAL CLADDING 2	 VC3 VERTICAL CLADDING 2	

**TYPE 4 - COLOUR OPTION 2**

**NOTE:**  
 - SITE EXENTS INDICATIVE ONLY SUBJECT TO DETAILED SURVEY  
 - LOCATION OF EXISTING SERVICES BELOWGRADE GROUND TO BE CONFIRMED  
 - SETBACKS ILLUSTRATED SUBJECT TO LOCAL COUNCIL REQUIREMENTS  
 - LAYOUTS ILLUSTRATED ARE INDICATIVE ONLY  
 THIS PLAN IS SUBJECT TO FURTHER DETAILED INVESTIGATION BY RELEVANT AUTHORITIES. CONSULTANTS AND SITE PARAMETERS. ANY DEVELOPMENT DECISIONS MADE ON SHOWN SITE SHOULD NOT BE BASED ON THIS PLAN



**Figure 11: Proposed Building Type 4 (3 Bed, 2 Bath, Double Garage)**

**Adopted Infrastructure Charges Notice:**

The Applicant has outlined that the site will be developed into a Retirement Facility over 10 stages with ancillary facilities. As per the *Gladstone Regional Council Adopted Infrastructure Charges Resolution (No.1) – 2015 Version 2*, the following breakdown is provided below:

**Table Two: Adopted Infrastructure Charge Calculation**

Existing Lawful Use	Proposed Use			
Planning Scheme Definition	GFA	Planning Scheme Definition	GFA	Stage
2 x Vacant Lots		Accommodation (Long Term) (3 + bedrooms)	45 Dwellings Total = \$1,274,004.00	Stage One
		Accommodation (Long Term) (3 + bedrooms)	45 Dwellings Total = \$1,274,004.00	Stage Two
		Accommodation (Long Term) (3 + bedrooms)	35 Dwellings Total = \$990,892.00	Stage Three
		Accommodation (Long Term) (3 + bedrooms)	34 Dwellings Total = \$962,580.80	Stage Four
		Accommodation (Long Term) (3 + bedrooms)	33 Dwellings Total = \$934,269.60	Stage Five
		Accommodation (Long Term) (3 + bedrooms)	31 Dwellings Total = \$877,647.20	Stage Six
		Accommodation (Long Term) (3 + bedrooms)	30 Dwellings Total = \$849,336.00	Stage Seven
		Accommodation (Long Term) (3 + bedrooms)	34 Dwellings Total = \$962,580.80	Stage Eight
		Accommodation (Long Term) (3 + bedrooms)	40 Dwellings Total = \$1,132,448.00	Stage Nine



	Accommodation (Long Term) (3 + bedrooms)	33 Dwellings Total = \$934,269.60	Stage Ten
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As part of any Decision Notice, an Adopted Infrastructure Charge Notice (AIC) will be issued in accordance with the Act. As per the AIC, the proposed development charge of \$10,192,059.00 minus the applicable credit of \$56,622.40 will receive a total AIC charge of \$10,135,436.60. The notice will be staged and payable upon completion of each stage.

### Referral:

The Applicant was required to refer the application to DSDMIP – State Assessment Referral Agency given the development exceeded the minimum threshold for state-controlled roads. The Applicant referred the application on 9 November 2018. DSDMIP issued a Confirmation Notice on 13 November 2018 and a No Information Request on 21 November 2018. DSDMIP issued a Decision Notice on 10 December 2018 with no requirements, as the proposed development has minimal potential impact on the state transport network and complied with the relevant State Code.

### Public Notification and Submissions:

Public Notification was triggered as the application is categorised as Impact Assessment as prescribed by the Planning Scheme and the Act. The Public Notification period occurred between 6 February 2019 and 27 February 2019. During the Public Notification period, a total of four (4) Properly Made submissions were received by Council. The submissions and Officer's response have been summarised below.

**Table Three: Submission Summary**

Submission	Officer's Response
<b>Adjoining Residential Development</b>	
The land adjoining the proposed development was released as Residential. The large blocks and proximity to the township encouraged buyers to construct homes of four (4) or more bedrooms and of substantial construction. People who purchased housing blocks in these developments did so with the expectation that they would remain Residential.	The adjoining residential development known as 'The Shores' will remain as residential expansion (DA/44743/2009). As the blocks are released under that approval, they will be re-zoned as Low Density Residential. The Retirement Facility has been lodged over two (2) lots, however, the development does not intend to change the residential expansion already approved over Lot 300. The subject application required Lot 300 to be included to obtain access from Watermark Avenue.
<b>Scale and Density</b>	
The scale of the development is overly optimistic and not reflecting the natural attractions of the Agnes Water locality.	The proposed setbacks, landscaping and general siting of the development all assist to ensure the development integrates with the emerging residential form within the neighbourhood. The Retirement Facility will construct and reflect detached dwellings with varying roof lines, colours and textures to maintain the coastal design and reduce bulk appearance of the development. Additionally, the scale of the development (i.e. 360 sites) has been proposed in accordance with the Economic and Community Need Assessment report, which highlights the current need for Retirement

	Facilities of this nature in the Gladstone Region.
<b>Access to community and medical facilities</b>	
There is at this stage, only basic medical services available to the residents therefore placing extra pressure on the current doctors, chemist and ambulance services in town and medical evacuation teams. With 360 or more retirees taking up residence in a community with limited medical, government and recreational facilities and no public transport, it is a risk.	<p>There is an existing approval (DA/53/2017) for a Hospital, Retirement Facility and Reconfiguring of Lot (1 into 2) at Lot 2 SP 117407, Agnes Water. That approval seeks to allow future construction of facilities such as, a Hospital, Health Care Services and Residential Care Facilities. Those future services would offer additional medical facilities for the Agnes Water and Seventeen Seventy area.</p> <p>With reference to public transport, this is determined by a private provider (e.g. Buslink) on whether or not it is viable to operate a public service in the Agnes Water area. The current assessment for public transport may change with the increased demand directly relating to proposed developments. However, this is outside the scope of the Development Application under assessment.</p>
Parking throughout Agnes Water is problematic, especially in holiday season.	Car parking external to the subject site is outside the Planning Scheme assessment benchmarks for this Development Application. The subject development provides more than the Planning Scheme requirements for car parking on site.
<b>Design and siting</b>	
Manufactured homes are poorly finished and have a shorter useful lifespan than a properly constructed building. Their presence in close proximity to properly constructed houses will devalue surrounding dwellings.	The proposed Dwellings under the Manufactured Homes Act are still required to meet the same standards under the Building Code and National Construction Code for a Class 1 structure.
There would need to be controls over the number of vehicles allowed per dwelling to facilitate reasonable access. It is often the case in developments of this type to not allow street parking and to restrict cars to designated parking bays in order to maintain the thoroughfare. As well, designers usually provide parking areas for recreational vehicles.	The proposed development includes car parking exceeding the minimum requirements set by Council's Planning Scheme. Through various stages of the development, the site will include RV parking, Boat/Caravan Parking and a minimum of 65 visitors car parking spaces.
The development would have the appearance of a congested caravan park, without the occasional open space associated with the cyclic nature of holiday bookings in a tourist park.	The Retirement Facility has incorporated various sections of communal landscaped areas and recreational facilities for the site. The proposed setbacks and general siting of the development all assist to ensure the development integrates with the emerging residential form.
Require a good quality eight-foot fence along the whole rear boundary of the proposed development. Agreement between both	The development has proposed a 1.8m boundary fence and entry gate to separate the Retirement Facility from the adjoining residential uses. A condition has been

parties would need to be reached on the type and quality of the fence.	recommended that the Applicant construct a boundary fence with this minimum height.
It would be better if the developers at least could vary there options so one had maybe a cinema that could be used by the whole community or a swimming pool that council could perhaps consider as a shared used facility.	The Retirement Facility has proposed ancillary recreational uses that are available to residents of the site only. These facilities are not available to the public.
Developers should consider a proper aged care facility that could provide rehabilitation, palliative care, respite care and other services that are sadly lacking or nearby this town	An aged care facility that includes medical or other support facilities is defined as Residential Care Facility under the Planning Scheme. The Applicant has lodged a Retirement Facility which provides independent living with some services and ancillary facilities. A current Preliminary Approval (DA/53/2017) located along Captain Cook Drive has approval to develop Residential Care Facilities and or a Hospital/Health Care Services.
<b>Road Network</b>	
It is noted on the development application that the development does not impact State Government owned roads. In fact, the reasons provided are irrelevant purely because it is not within the State Transport Corridor.	Under the <i>Planning Regulation 2017 Schedule 20</i> , there are prescribed threshold limits for development. This Development Application triggered referral to DSDMIP as they exceeded the threshold limit. As part of DSDMIP's assessment, they review state-controlled road networks and intersections to determine if any upgrades are required due to the development. Upon review, DSDMIP issued an approval with no conditions.
Congestion/chaos in the case of fire or cyclone evacuation would be exacerbated by poorly planned access roads within the development.	<p>The existing road network follows the below road hierarchy design:</p> <p>Round Hill Road: Urban Lane Distributor  Tavern Road: Urban Residential/Commercial Collector  Watermark Avenue: Urban Residential/Commercial Collector</p> <p>The proposed development will require the extension of Watermark Avenue which is designed as a higher order road and is expected to cater for higher traffic volumes. These networks will allow efficient access/exit to/from the subject site.</p>

**Assessment:**

Assessment of the proposed development will be undertaken against the requirements of the *State Planning Policy July 2017 (SPP)* and the Planning Scheme. The assessment will focus on areas of the development where the proposal fails to comply with the relevant Acceptable or Performance Outcome as well as recommending reasonable and relevant conditions.

**Statutory Planning:**

As per the SPP, a Local Government must consider all State Interests under Part E: State interest policies and assessment benchmarks where not reflected within the relevant Planning Scheme. The SPP has effect throughout Queensland and sits above regional plans and Planning Schemes in the hierarchy of planning instruments. An assessment against Part E: Assessment Benchmarks will be required as the Planning Scheme has not been integrated with the current SPP state interest policies. An assessment has been carried out against each applicable State Interest.

**Table Four: SPP Assessment**

State Interest	Trigger	Assessment
Natural Hazards, Risk and Resilience	Flood Hazard Area	Complies – The proposal is located within the SPP mapping; however, the Planning Scheme does not include identified flood hazard areas for the Agnes Water region. The subject site ranges from 25-50m AHD, while the Potential Flood Hazard Area registers at 10m AHD. Additionally, the site proposes to construct three (3) detention basins to ensure all stormwater is captured appropriately and does not create worsening on adjoining residential properties. As a result, it is determined that the development has adequately demonstrated that there is no potential or increase of flood risk to the development, property or people.
	Bushfire Prone Area	Complies – The subject site is located within Potential Impact Buffer to High Potential Bushfire. This is determined by vegetation onsite and adjoining (i.e. vegetation density), contours, species and wind/rain calculations. As the development requires vegetation clearing and earthworks, the subject site’s bushfire intensity will be reduced. In addition to vegetation clearing, the development will connect to reticulated water and construct internal road networks. Furthermore, the proposal will require fire hydrants to be installed, and for the Retirement Facility to operate within the parameters of the Bushfire Management Plan. With these elements occurring, the risk for people and property on the site has been reduced to mitigate the risk.
Biodiversity	Water Quality	Complies – The proposal triggers assessment against the Water Quality benchmark as the Material Change of Use (MCU) includes more than six (6) dwellings and associated Operational Works that will involve a land area greater than 2,500m <sup>2</sup> . The Applicant has submitted a Stormwater Management Plan as part of the MCU, however, an Operational Works application will be required to ensure the construction phase and operation phase meet the minimum standards for stormwater design and reduce any potential impacts on the environment. As such, a condition has been recommended that an Operational Works application is lodged and assessed,

		prior to any works commencing onsite. This will ensure the development mitigates adverse impacts on environmental values (altered stormwater, waste water).
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**Planning Scheme Requirements:**

In accordance with the Planning Scheme Table of Assessment, the proposal triggers Impact Assessment against the whole of the Planning Scheme including the following Planning Scheme provisions:

- Strategic Framework;
- Biodiversity Overlay Code;
- Bushfire Hazard Overlay Code;
- Steep Land Overlay Code;
- Emerging Community Zone Code;
- Development Design Code; and
- Landscaping Code.

Strategic Framework – Community Living

Strategic Outcome 3.4.1(1) states that *new housing is located with ready access to employment and services, providing affordable living options in the region.* The proposed development is approximately 650 meters from the Agnes Water town centre, which provides small-scale localised employment options and lower order services for residents. Within the Town Planning Report, the Applicant has stated that the development is targeted at the over 50’s demographic (i.e. predominantly retirees), meaning that the need for co-locating with employment opportunities is reduced. Additionally, as demonstrated in the economic needs assessment, the proposal supports the diversification of the region’s housing market to cater for an underlying demand.

Strategic Outcome 3.4.1(7) outlines that *a diverse range of housing types in new neighbourhoods, urban revitalisation neighbourhoods, mixed use centres and the Gladstone CBD is provided to meet the needs of people who live in, work in, and visit the Gladstone region.* The proposal facilitates the creation of adaptable housing typology specifically designed and targeted at the over 50’s demographic. As identified through the economic needs assessment, there is a clearly defined need for such product due to the current limited supply within the district and broader Gladstone region.

*Ageing in place is facilitated through wider housing and accommodation choices, including those that meet the needs of older people,* as highlighted in Strategic Outcome 3.4.1(8). The proposed development supports ageing in place by providing a development targeted at the over 50’s demographic while including the opportunity for local residents to continue to reside in the community as they age. Though the development format does not provide medical care, it nonetheless facilitates aging in place until a higher degree of regular/ongoing care is required.

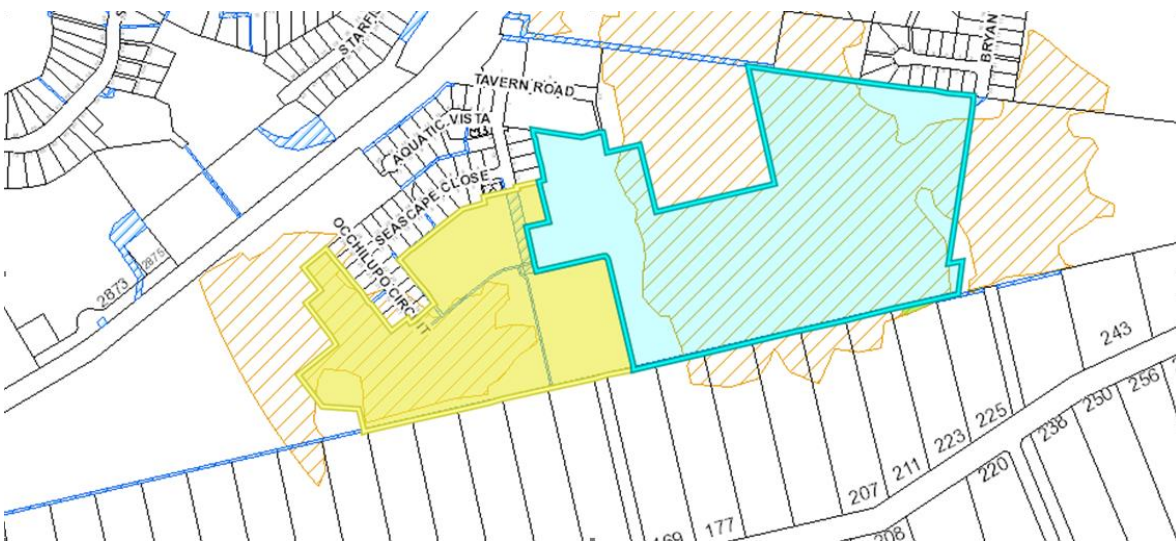
Furthermore, Elements such as housing growth discuss *residential development in new neighbourhoods must achieve an average density of 15 dwellings per hectare net. This is to enable a range of housing forms and densities. It also contributes towards establishing well balanced and functional urban communities that support a range of household compositions and people from different backgrounds.* This was raised within the IR for the Applicant to provide further justification as to why it should exceed the average density. As part of the IR response, the Applicant mentioned the above specifically relates to a minimum average residential density, not a maximum density. Also, the proposed development will integrate with the surrounding approved development (currently under construction) and the existing urban form of the surrounding neighbourhoods. This is particularly evident through the integration between the proposed development and the adjoining Shores residential estate. Therefore, it is considered that the proposal is compliant by generally reflecting the existing low-density residential natured development in the Agnes Water area.

### Strategic Framework - Connecting Our Place

Strategic Outcome 3.5.1(1) states that *communities are well connected to each other. Neighbourhoods are linked to centres, employment and recreation areas by an integrated transport system across a mix of modes that meets a range of mobility needs and offers choice about how to move around the region.* The connectivity to Watermark Avenue and Tavern Road facilitates connections to the adjoining low-medium density residential land and commercial land within the Agnes Water town centre. The site is also in close proximity to Round Hill Road, facilitating easy access to the township's primary entry/exit road.

### Biodiversity Overlay Code

The subject sites are located within the mapped Matters of State Environmental Significance (MSES) for potential wildlife habitat as per the Planning Scheme (Figure 12). The Applicant has proposed clearing of vegetation over the subject sites within the mapped MSES area. As such, the proposal does not comply with Acceptable Outcome 1 which states *development locates outside of an area supporting MSES (Matters of State Environmental Significance).*



**Figure 12: Biodiversity Overlay Code (MSES – Wildlife Habitat)**

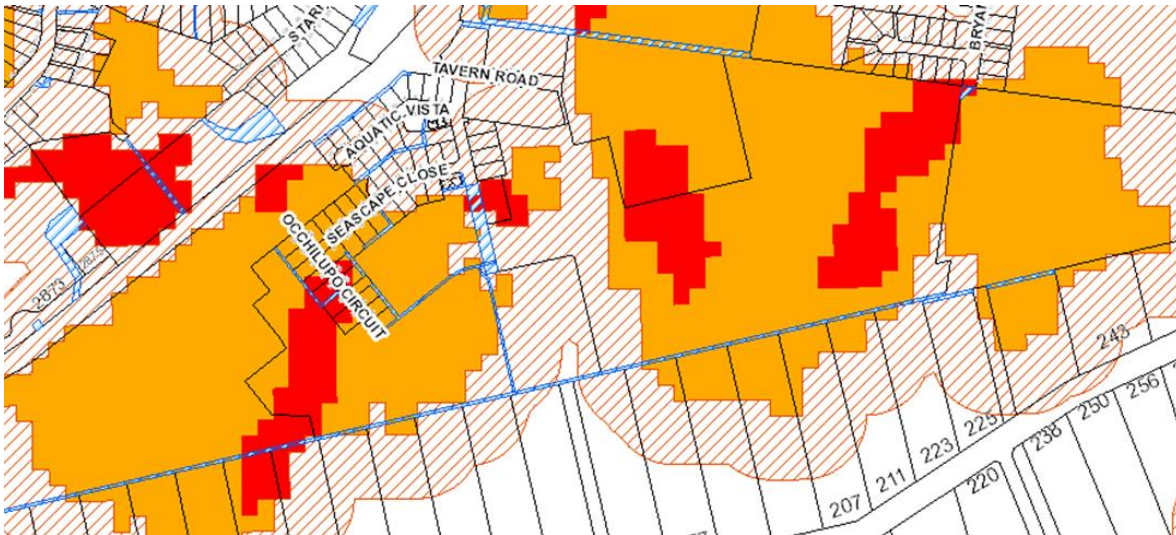
As part of the common material, the Applicant submitted an Ecological Assessment Report (EA) for the subject sites to ground truth the mapped data and provide recommendations for this development. As part of the report, the consultant identified the following:

- that there were no habitat values unique to the area,
- nor important ecological functions,
- no significant fauna species,
- no vegetation communities that are threatened or near threatened, but there were three (3) identified communities (A - white stringybark, B - bastard stringybark and C – non-remnant vegetation), and
- all understorey vegetation has been historically cleared with regular ongoing maintenance.

From these findings, the report recommended several mitigation measures. To ensure the Applicant effectively manages the onsite impacts to the ecological system, it is recommended to endorse the EA and include a condition pertaining to the mitigation list. As such, no further assessment is required against the Biodiversity Overlay Code.

### Bushfire Hazard Overlay Code

The Applicant submitted a Bushfire Hazard Assessment and Bushfire Management Plan (BHA and BMP) in accordance with the Bushfire Hazard Overlay Code. The development has proposed to clear the majority of the vegetation; however, the vegetation of the adjoining lots is within the Bushfire Hazard High to Medium Bushfire Intensity and have a potential bushfire risk to the proposed development (Figure 13).



**Figure 13: Bushfire Hazard Overlay Code (Potential to High Bushfire Hazard)**

With reference to Acceptable Outcome 2, particular uses should not be located within land confirmed as medium to very high bushfire hazard (i.e. Retirement Facility is a listed use). Therefore, the development will be assessed against Performance Outcome 2 which stipulates *development does not result in a higher concentration of people living, working or congregating in a high or very high bushfire hazard area unless it can be demonstrated there is an overriding community need in the public interest, and no other site is suitable and reasonably available*. The BHA acknowledged that the development will conduct vegetation clearing over the two lots, which would reduce the bushfire hazard from medium to high, to a low to medium hazard assessment. It is acknowledged that the development will increase people congregating within this area, however, the bushfire hazard will be reduced from vegetation clearing and additional measures as recommended in this report. These measures will ensure the safety of people and property are protected in the case of an emergency. As a result, the proposal complies with Performance Outcome 2.

Acceptable Outcomes 3, 4.1 to 4.2 outline the requirements for water supply; such as, sustained water pressure, identifiable and adequate onsite water storage. The development has proposed that hydrants are at a distance no greater than 80m apart, and that all buildings have a 3m setback to the boundaries, to assist in protection from neighbouring fires. Additionally, the Applicant has outlined that the connection to the reticulated water network will meet the minimum sustained water pressure. These recommendations outlined in the BMP will be included as conditions of the development permit.

Figure Six highlighted the proposed internal road/pedestrian network and the two (2) access/exit points, with one being on the western boundary onto Watermark Avenue and the other located to the eastern boundary onto Bryant Street. The BMP has stated that the main egress and access routes are to be landscaped with fire resistant landscaping. Both exit paths must be kept clear of any fuels and remain traversable with regular maintenance. Subsequently, Acceptable Outcome 5.1 to 5.3 requires the development to construct roads and fire access trail to ensure the evacuation routes have low intensity exposure and allows for suitable vehicular access/exit for both people and emergency services. To ensure the development achieves appropriate internal road design and operates within the BMP recommendations, the BHP and BMP will be endorsed with associated conditions included as part of the development approval.

### Steep Land Overlay Code

The proposal will require an Operational Works application for Bulk Earthworks to ensure the site is cleared of vegetation and formed for residential infrastructure. It should be noted that the subject site has approximately 2% of Steep Land mapped. However, as part of Operational Works, the Applicant will be required to demonstrate all cut/fill onsite and how the earthworks are in accordance with the Steep Land Overlay Code. A condition has been recommended within the Development Permit for the Applicant to lodge subsequent Operational Works applications. As a result, no further assessment is required against the Steep Land Overlay Code.

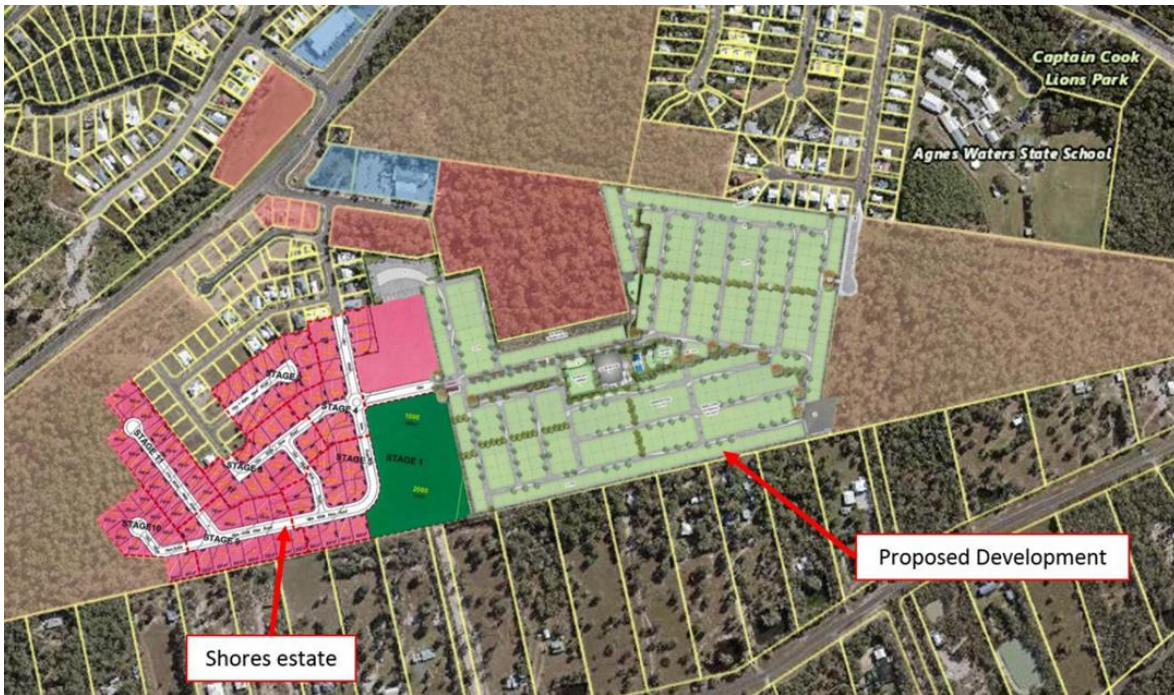
#### Emerging Community Zone Code

As part of the Information Request response, the Applicant advised a Sales Office will be operated under Accepted Development provisions of the Planning Scheme from Stage One until completion. However, Acceptable Outcome 2.1 stipulates that a Sales Office should not be in place for more than two years. Although the development currently meets the provisions for Accepted Development, an Advisory Note has been included to outline if a Sales Office is to operate for more than two years, a separate Development Permit for a Material Change of Use will be required.

Acceptable Outcome 4.1 states that *residential density is limited to one dwelling house per allotment (including one secondary dwelling)*. The proposed development will operate under the Manufactured Homes Act, which does not require subdivision (residential lots or strata titling). As a result, there will be 360 Dwelling Houses on one allotment. Therefore, the development will be assessed against the Performance Outcome.

Performance Outcome 4 outlines that the *development reflects the low density character of the area*. Within the Applicant's response to the Information Request, they noted that the proposed development will appropriately integrate with the surrounding approved development (currently under construction) and the existing urban form of the surrounding neighbourhoods. This is evident through the integration achieved between the proposed development and the adjoining Shores residential estate being developed over Lot 300 as illustrated in Figure 14. The proposal also provides appropriate setbacks to all property boundaries with a minimum setback of 3m provided to the north, east and west and a 5m setback provided to the south (due to presence of an easement over Council infrastructure) which are similar to those that would typically apply to single storey dwelling houses. The development is further separated from the approved Shores estate by an approved public open space and drainage reserve. Collectively, the proposed setbacks, landscaping throughout the site and general siting of the development all assist to ensure the development integrates with the approved/emerging residential form within the neighbourhood and advances the residential intent conveyed by the Planning Scheme.





**Figure 14: Interface with adjoining Shores Estate development (sourced from common material)**

To determine appropriate land uses within the Emerging Community Zone, Acceptable Outcome 6.1 requests a Community and Economic Needs Assessment (CENA) be provided. As part of the submitted material, the Applicant provided a detailed CENA for retirement living in the Gladstone region which highlighted the current 'gap'. Based on forecast provided in the report, it states resident population aged over 50 and the Queensland average market penetration rate (3.5% of over 50s in retirement dwellings), forecast demand for retirement dwellings from Gladstone residents will be 520 dwellings in 2021, and 724 by 2036. An assumption was made around 50% of total demand originates from outside the region, forecast demand for retirement dwellings in the Gladstone region is 1,035 dwellings in 2021, increasing to 1,448 by 2036. From the provided report, it is determined that there is a need for Retirement Facilities in the region, therefore, the release of future urban land is supported.

Performance Outcomes 7 and 8 examine the effect of development and how it responds to site characteristics and amenity for the surrounding areas. The proposal retains the intended residential nature of the area by proposing a residential use that reflects a similar amenity and density of adjoining developments. The proposal has also been designed to respond to the characteristics of the site through various technical reports. As such, the development will comply with the intent of Performance Outcomes 7 and 8.

#### Development Design Code

Acceptable Outcomes 1.1 – 3.2 require the development to provide services such as water, sewer, electricity and telecommunication connections. The submitted Engineering Services report has outlined the potential connections; however, it was identified that the capacity of Council's water and sewer infrastructure would need to be modelled to determine the demand from the proposed development. Due to the detailed data required from both parties (Council and Applicant), it is recommended to include conditions requiring the data as part of the Operational Works application.

Meanwhile, Acceptable Outcomes 4.1 and 4.2 require the development to ensure the appropriate firefighting infrastructure is located within the property and is maintained by the Applicant/Owner. As the capacity of the water connection for the development is currently under review, it is unknown what additional requirements will be needed to ensure the development has adequate water pressure for firefighting services. As such, it is requested that the Applicant provide detailed plans, certified by a suitably qualified Registered Professional Engineer of Queensland that is experienced

in that type of work, that states the site meets the minimum requirements under the relevant legislation for fire services (hydrants, onsite water storage, water pressure, water fittings, etc.).

The Applicant submitted a Stormwater Management Plan to demonstrate that the development is in accordance with the requirements of the Engineering Design Planning Scheme Policy (as per Acceptable Outcomes 5.2 and 6). The proposed stormwater treatment system is considered acceptable. A condition has been recommended that all future works are generally in accordance with the Site Based Stormwater Management Plan.

To ensure the development complies with the minimum requirements for onsite earthworks, a condition has been recommended for the Applicant to lodge an Operational Works application for earthworks. As part of that application, the Applicant will be required to provide detailed cut/fill plans that demonstrate compliance with the Planning Scheme. This requirement will satisfy Acceptable Outcome 8.1 to 8.3 of the Development Design Code.

With reference to the site plan (Figure Six), the Applicant proposed to include 720 car parking spaces for residents, 65 visitor spaces, 29 Caravan/Boat Parking and 17 RV parking spaces. This is compliant with the Parking Rates Planning Scheme Policy; however, a condition has been included to reflect the minimum number of car parking spaces that should be constructed at various stages throughout the development.

In regard to the surrounding uses (residential and commercial), there is an existing footpath along Tavern Road and partly constructed along Watermark Avenue. As per Acceptable Outcome 13, a footpath should be provided in accordance with the Engineering Design Planning Scheme Policy and connect to the existing footpath network (Figure 15). Due to the nature of the development and proximity to commercial uses, a condition has been recommended to construct a footpath from the existing network as part of the first Operational Works application.



**Figure 15: Proposed footpath connection (sourced from common material)**

To obtain formal access to the subject site, the Applicant will be required to construct an extension to Watermark Avenue road as part of Operational Works. The road design will be lodged, assessed and determined compliant throughout the Operational Works applications. The road design will need to incorporate both Shores Estate and this development to determine what order of road will meet

the expected traffic demand, likely a 22m Residential Collector street. As a result of this requirement, the proposal is considered compliant with Acceptable Outcome 31.

### Landscaping Code

The Applicant submitted a Landscape Intent Plan to demonstrate the potential concept of the areas within the subject site which can be viewed in Figure 16. The proposed planting and species will be installed and maintained by the property owner as the development will not be formally subdivided.



**Figure 16: Proposed Landscaping Intent**

Furthermore, as part of the Operational Works application it will be required that the applicant submit detailed Landscaping Plans and include street trees along the extension of Watermark Avenue.

### **Anticipated Completion Date:**

N/A

### **Officer's Recommendation:**

That Development Application 39/2018 for a Material Change of Use of premises for a Retirement Facility located at Lot 3 SP 221743 and Lot 300 SP 264827 be approved. The approval is supported by a Notice of Reasons and subject to reasonable and relevant conditions.

### **Notice of Reasons:**

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

### **Description of the development:**

The approved development is for a Material Change of Use of premises for a Retirement Facility.

## Assessment benchmarks:

Benchmarks applying to the development:	Benchmark reference:
<i>State Planning Policy July 2017</i>	<ul style="list-style-type: none"> <li>State Interest – Natural Hazards, Risk and Resilience.</li> </ul>
<i>Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2</i>	<ul style="list-style-type: none"> <li>Strategic Framework;</li> <li>Biodiversity Overlay Code;</li> <li>Bushfire Hazard Overlay Code;</li> <li>Steep Land Overlay Code;</li> <li>Emerging Community Zone Code;</li> <li>Development Design Code; and</li> <li>Landscaping Code.</li> </ul>

## 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 of the *State Planning Policy July 2017* and the *Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2*.

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

Benchmark reference:	Reasons for the approval despite non-compliance with benchmark:
Biodiversity Overlay Code - Table 8.2.3.3.1 – Assessment Benchmarks	Compliance with Biodiversity Overlay Code – Table 8.2.4.3.1 via endorsed Ecological Assessment Report.
Bushfire Hazard Overlay Code - Table 8.2.4.3.1 – Acceptable Outcome 2.	Compliance with Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Performance Outcome 2 via a condition.
Bushfire Hazard Overlay Code - Table 8.2.4.3.1 – Acceptable Outcome 3, 4.1 and 4.2.	Compliance with Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Acceptable Outcome 3, 4.1 and 4.2 via a condition.
Bushfire Hazard Overlay Code - Table 8.2.4.3.1 – Acceptable Outcome 5.1 to 5.3.	Compliance with Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Acceptable Outcome 5.1 to 5.3 via a condition.
Steep Land Overlay Code – Table 8.2.12.3.1 – Assessment Benchmarks	Compliance with Steep Land Overlay Code – Table 8.2.12.3.1 – via a condition.
Emerging Community Zone Code – 6.2.19.3.1 – Acceptable Outcome 4.1.	Compliance with Emerging Community Zone Code – 6.2.19.3.1 – Performance Outcome 4.
Development Design Code – 9.3.2.3.1 – Acceptable Outcome 1.1 to 3.2.	Compliance with Development Design Code – Table 9.3.2.3.1 – Acceptable Outcome 1.1 to 3.2 via a condition.
Development Design Code – 9.3.2.3.1 – Acceptable Outcome 5.2 and 6.	Compliance with Development Design Code – Table 9.3.2.3.1 – Acceptable Outcome 5.2 and via a condition.
Development Design Code – 9.3.2.3.1 – Acceptable Outcome 8.1 to 8.3.	Compliance with Development Design Code – Table 9.3.2.3.1 – Acceptable Outcome 8.1 to 8.3 10 via a condition.
Development Design Code – 9.3.2.3.1 – Acceptable Outcome 13.	Compliance with Development Design Code – Table 9.3.2.3.1 – Acceptable Outcome 13 via a condition.

Development Design Code – 9.3.2.3.1 – Acceptable Outcome 31.	Compliance with Development Design Code – Table 9.3.2.3.1 – Acceptable Outcome 31 via a condition.
Landscaping Code – 9.3.5.3.1 – Assessment Benchmarks.	Compliance with Landscaping Code – Table 9.3.5.3.1 – via a condition.

**Relevant Matters under Section 45(5)(b) of the Act that the Development was Assessed Against:**

N/A

**Matters raised in Submissions and Council’s response in dealing with these matters:**

<b>Submission</b>	<b>Officer's Response</b>
<b>Adjoining Residential Development</b>	
The land adjoining the proposed development was released as Residential. The large blocks and proximity to the township encouraged buyers to construct homes of four (4) or more bedrooms and of substantial construction. People who purchased housing blocks in these developments did so with the expectation that they would remain Residential.	The adjoining residential development known as ‘The Shores’ will remain as residential expansion (DA/44743/2009). As the blocks are released under that approval, they will be re-zoned as Low Density Residential. The Retirement Facility has been lodged over two (2) lots, however, the development does not intend to change the residential expansion already approved over Lot 300. The subject application required Lot 300 to be included to obtain access from Watermark Avenue.
<b>Scale and Density</b>	
The scale of the development is overly optimistic and not reflecting the natural attractions of the Agnes Water locality.	The proposed setbacks, landscaping and general siting of the development all assist to ensure the development integrates with the emerging residential form within the neighbourhood. The Retirement Facility will construct and reflect detached dwellings with varying roof lines, colours and textures to maintain the coastal design and reduce bulk appearance of the development. Additionally, the scale of the development (i.e. 360 sites) has been proposed in accordance with the Economic and Community Need Assessment report, which highlights the current need for Retirement Facilities of this nature in the Gladstone Region.
<b>Access to community and medical facilities</b>	
There is at this stage, only basic medical services available to the residents therefore placing extras pressure on the current doctors, chemist and ambulance services in town and medical evacuations teams. With 360 or more retirees taking up residence in a community with limited medical, government and recreational facilities and no public transport, it is a risk.	There is an existing approval (DA/53/2017) for a Hospital, Retirement Facility and Reconfiguring of Lot (1 into 2) at Lot 2 SP 117407, Agnes Water. That approval seeks to allow future construction of facilities such as, a Hospital, Health Care Services and Residential Care Facilities. Those future services would offer additional medical facilities for the Agnes Water and Seventeen Seventy area.

	With reference to public transport, this is determined by a private provider (e.g. Buslink) on whether or not it is viable to operate a public service in the Agnes Water area. The current assessment for public transport may change with the increased demand directly relating to proposed developments. However, this is outside the scope of the Development Application under assessment.
Parking throughout Agnes Water is problematic, especially in holiday season.	Car parking external to the subject site is outside the Planning Scheme assessment benchmarks for this Development Application. The subject development provides more than the Planning Scheme requirements for car parking on site.
<b>Design and siting</b>	
Manufactured homes are poorly finished and have a shorter useful lifespan than a properly constructed building. Their presence in close proximity to properly constructed houses will devalue surrounding dwellings.	The proposed Dwellings under the Manufactured Homes Act are still required to meet the same standards under the Building Code and National Construction Code for a Class 1 structure.
There would need to be controls over the number of vehicles allowed per dwelling to facilitate reasonable access. It is often the case in developments of this type to not allow street parking and to restrict cars to designated parking bays in order to maintain the thoroughfare. As well, designers usually provide parking areas for recreational vehicles.	The proposed development includes car parking exceeding the minimum requirements set by Council's Planning Scheme. Through various stages of the development, the site will include RV parking, Boat/Caravan Parking and a minimum of 65 visitors car parking spaces.
The development would have the appearance of a congested caravan park, without the occasional open space associated with the cyclic nature of holiday bookings in a tourist park.	The Retirement Facility has incorporated various sections of communal landscaped areas and recreational facilities for the site. The proposed setbacks and general siting of the development all assist to ensure the development integrates with the emerging residential form.
Require a good quality eight-foot fence along the whole rear boundary of the proposed development. Agreement between both parties would need to be reached on the type and quality of the fence.	The development has proposed a 1.8m boundary fence and entry gate to separate the Retirement Facility from the adjoining residential uses. A condition has been recommended that the Applicant construct a boundary fence with this minimum height.
It would be better if the developers at least could vary there options so one had maybe a cinema that could be used by the whole community or a swimming pool that council could perhaps consider as a shared used facility.	The Retirement Facility has proposed ancillary recreational uses that are available to residents of the site only. These facilities are not available to the public.
Developers should consider a proper aged care facility that could provide rehabilitation, palliative care, respite care and other services that are sadly lacking or nearby this town	An aged care facility that includes medical or other support facilities is defined as Residential Care Facility under the Planning Scheme. The Applicant has lodged a Retirement Facility which provides independent living with some services and

	ancillary facilities. A current Preliminary Approval (DA/53/2017) located along Captain Cook Drive has approval to develop Residential Care Facilities and or a Hospital/Health Care Services.
<b>Road Network</b>	
It is noted on the development application that the development does not impact State Government owned roads. In fact, the reasons provided are irrelevant purely because it is not within the State Transport Corridor.	Under the <i>Planning Regulation 2017 Schedule 20</i> , there are prescribed threshold limits for development. This Development Application triggered referral to DSDMIP as they exceeded the threshold limit. As part of DSDMIP's assessment, they review state-controlled road networks and intersections to determine if any upgrades are required due to the development. Upon review, DSDMIP issued an approval with no conditions.
Congestion/chaos in the case of fire or cyclone evacuation would be exacerbated by poorly planned access roads within the development.	<p>The existing road network follows the below road hierarchy design:</p> <p>Round Hill Road: Urban Lane Distributor  Tavern Road: Urban Residential/Commercial Collector  Watermark Avenue: Urban Residential/Commercial Collector</p> <p>The proposed development will require the extension of Watermark Avenue which is designed as a higher order road and is expected to cater for higher traffic volumes. These networks will allow efficient access/exit to/from the subject site.</p>

**Matters prescribed by a Regulation:**

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

**Conditions of Approval:**

The following provides the conditions of approval under Section 63(5) of the *Planning Act 2016*:

**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
DA-020	12	Site Plan	WG Architects	-
DA-022	5	Site Plan - Staging	WG Architects	-
DA-027	3	Entrance Detail Plan	WG Architects	-
DA-100	6	Club House Plan	WG Architects	-
DA-102	3	Club House - Elevations	WG Architects	-
DA-103	3	Club House - Elevations	WG Architects	-

DA-210	3	Type 1 – Floor Plan Rosella	WG Architects	-
DA-211	1	Type 1 – Elevations – Colour Option 1	WG Architects	-
DA-212	1	Type 1 – Elevations – Colour Option 2	WG Architects	-
DA-220	3	Type 2 – Floor Plan Heron	WG Architects	-
DA-221	1	Type 2 – Elevations – Colour – Option 1	WG Architects	-
DA-222	1	Type 2 – Elevations – Colour Option 2	WG Architects	-
DA-230	2	Type 3 – Floor Plan Grey Heron	WG Architects	-
DA-231	1	Type 3 – Elevations – Colour Option 1	WG Architects	-
DA-232	1	Type 3 – Elevations – Colour Option 2	WG Architects	-
DA-240	2	Type 4 – Floor Plan Fantail	WG Architects	-
DA-241	1	Type 4 – Elevations – Colour Option 1	WG Architects	-
DA-242	1	Type 4 – Elevations – Colour Option 2	WG Architects	-

And supporting documents

Document Number	Revision	Description	Author	Date
-	-	Landscape Intent Package	Green Synthesis Design	15/10/2018
1805-13	-	Bushfire Hazard Assessment and Bushfire Management Plan	Designstek Pty Ltd	-
18024	1	Agnes Water Manufactured Home Estate Economic Need Assessment	Foresight Partners Pty Ltd	20/09/2018
18048-1	0	Ecological Assessment Report	Element Ecology	19/10/2018
Z18096	3	Waste Management Report	Zone Planning Group	23/01/2019
PEG0467	3	Site Based Stormwater Management Plan	Pinnacle Engineering Group	30/01/2019
18198	2	Traffic Impact Assessment	Rytenskild Traffic Group	29/01/2019
PEG0467	3	Engineering Services Report	Pinnacle Engineering Group	30/01/2019

### Special Conditions

2. Stage 1 is to be completed within four (4) years from the subject approval taking effect. Each subsequent stage is to be completed within two (2) years of the commencement of use of the previous stage.

*Advisory Note: If the Applicant has not completed the applicable stage within the prescribed timeframes, the balance stage(s) of the Development Permit will lapse.*

3. At any time, the Retirement Facility must not exceed the development yield of 360 sites.



## Operational Works

4. A Development Permit for Operational Works must be obtained from Council prior to the commencement of construction of each applicable stage. The Development Application for Operational Works is to include the following:
  - a. Earthworks (including retaining walls) (as applicable);
  - b. Road works (including signage and footpaths) (Stage 1);
  - c. Water Infrastructure (Stage 1);
  - d. Sewer Infrastructure (Stage 1 and 2);
  - e. Stormwater Management (quantity, quality, flood and drainage control) (as applicable);
  - f. Erosion and Sediment Control (as applicable);
  - g. Construction Management;
  - h. Street lighting, electrical and telecommunications (Stage 1); and
  - i. Landscaping, environmental protection and associated works (as applicable).
5. 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 conditioned 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.cmdq.com.au/index.htm>.*

## Bushfire Hazard

6. The Applicant is to construct all internal roads with a minimum formed width of 6m and with a maximum grade of 12.5%.
7. As part of the first Development Application for Operational Works, the Applicant must ensure adequate firefighting protection is available from the onsite firefighting equipment for the proposed development at each stage. The firefighting strategy for the entire development must be designed and approved by a hydraulic engineer or other suitably qualified person. The strategy must demonstrate each stage is adequately serviced.

## Biodiversity

8. As part of any Development Application for Operational Works, the Applicant must implement the Mitigation Measures outlined in the approved Ecological Assessment Report.

## Building, Plumbing and Drainage Works

9. Prior to the commencement of the use for each stage, 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.
10. Prior to the commencement of the use for each stage, 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 2002* and the requirements of other relevant authorities.

11. Prior to the commencement of the use for each stage, 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.
12. Prior to the commencement of the use for each stage, 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.
13. As part of Building Works, all outdoor lighting is to comply with Australian Standard AS4282 – Control of the Obtrusive Effects of Outdoor Lighting.
14. Prior to the commencement of the use for each stage, 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.
15. As part of any Building Works, the location of the proposed buildings shall comply with Council Policy P-2015/36 Building Over or Adjacent to Council Infrastructure.
16. As part of any Building Works, where a habitable room window is within 9m of another habitable room window or private open space of another Dwelling either on the premises or an adjacent premise:
  - a. Windows are provided with fixed translucent glazing, such as frosted or textured glazing, for any part of the window less than 1.5m above floor level; or
  - b. Windows are provided with fixed with permanent external screens that are:
    - i. Solid translucent screens; or
    - ii. Perforated panels or trellises that have a maximum of 50% openings, with a maximum opening dimension of 50mm, and that are permanently fixed and durable; and
    - iii. Offset a minimum of 300mm from the wall of the building.

## **Water Infrastructure**

17. As part of the first Development Application for Operational Works, the Applicant is to provide a Water Master Plan (including modelling) for approval by Council for the entire development site. The assessment shall include a staging assessment to ensure all infrastructure is appropriately sized.
18. As part of the first Development Application for Operational Works, a water service connection is to be provided from Council's water supply infrastructure to the front property boundary (Watermark Avenue). Council's water supply infrastructure is to be extended 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.

*Advisory Note: Based on the Information Request Response, Council does not support a 200mm connection from a 150mm main. Furthermore, only one (1) water connection point is permitted to the development, further stages must connect to the existing connection point.*
19. As part of the first Development Application for Operational Works, the proposed development must provide a master meter at the property boundary and sub meters for each dwelling in accordance with the Queensland Plumbing and Drainage Code. Sub-meters must be purchased from Council.

*Note: Water meter boxes located within trafficable areas must be raised or lowered to suit the finished surface level and must be provided with heavy duty trafficable lids.*

20. As part of the first Development Application for Operational Works, 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**

21. As part of the first Development Application for Operational Works, the Applicant is to provide a Sewer Master Plan (including modelling) for the approval by Council for the entire development site prior to the lodgement of the first Development Application for Operational Works. The assessment shall include a staging assessment to ensure all infrastructure is appropriately sized.
22. As part of the first Development Application for Operational Works, the Applicant is to construct a new sewer main from Sewer Manhole 217069 to a new manhole adjacent to the property boundary of Lot 3 SP221743.
23. Prior to the commencement of the use for Stage 1, Stage 7, Stage 8, Stage 9 and Stage 10, all sanitary drainage is to drain into a new 1050mm diameter privately owned maintenance hole within the south-western corner of the development site, prior to connecting to Council's sewerage infrastructure. The location and size of the sewer service is to be determined in consultation with Council.
24. Prior to the commencement of the use for Stage 2, Stage 3, Stage 4, Stage 5, Stage 6 and Stage 7, all sanitary drainage is to drain into a new 1050mm diameter privately owned maintenance hole within the south-eastern corner of 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.
25. Prior to the commencement of the use of Stage 2, the Applicant is to construct a sewer main from Manhole 217072 or 217073, along the northern verge of Bicentennial Drive and north along Lot 28 RP858105, such that the proposed development can obtain a connection.

OR

Prior to the commencement of the use of Stage 2, the Applicant is to connect to Council's sewerage infrastructure located within Lot 28 RP858105, which drains along Bicentennial Drive to the west.

*Advisory Note: It will be the Applicants responsibility to liaise/negotiate with adjacent property owners to gain access and easements.*

26. Prior to the commencement of the use, connections to Council's live sewerage network must be carried out under the supervision of Council. The cost of these works are to be borne by the Applicant.

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

## **Stormwater Infrastructure**

27. Prior to the commencement of the use, all stormwater infrastructure is to be constructed on the site generally in accordance with the approved Site Based Stormwater Management Plan outlined in Condition 1 and any associated Operational Works approval, including quality and quantity infrastructure. The stormwater infrastructure is to be in accordance with the Engineering Design Planning Scheme Policy under the Gladstone Regional Planning Scheme, State Planning Policy and Queensland Urban Drainage Manual.
28. As part of the Development Application for Operational Works for each relevant stage, the retention basins must be constructed at the following stages of the development.
- a. Stage 1 – Basin B; and
  - b. Stage 2 – Basin A and Basin C.
29. Prior to the commencement of the use of Stage 1, the Applicant is to demonstrate that access to Stormwater Basin B can be achieved lawfully and in perpetuity. This can be achieved by providing an easement over Basin B (located within Lot 300) in favour of Lot 3 or through a boundary realignment.

### **Transportation Services**

30. Where Watermark Avenue has not already been extended, the Applicant is to extend Watermark Avenue as an 11m wide Residential Collector, within a 22m (minimum) road reserve, 120m (min) to the south of the existing seal and construct an 11m wide Residential Collector, within a 22m (min) road reserve, from the extended portion of Watermark Avenue to an appropriately designed cul-de-sac adjacent to the primary access to the Development, on the alignment shown on the approved drawings. This is to form part of the first Development Application for Operational Works

OR

Where Watermark Avenue has already been extended, the Applicant is to construct an 11m wide Residential Collector, within a 22m (minimum) road reserve, from Watermark Avenue to an appropriately designed cul-de-sac adjacent to the primary access to the Development, on the alignment shown on the approved drawings. This is to form part of the first Development Application for Operational Works.

31. Any future access to Bryant Street and any extension thereof, is to be restricted to pedestrian access only. No vehicular traffic will be permitted to access Bryant Street.
32. Prior to the commencement of the use of the relevant stages, the following car parking spaces must be provided in accordance with the approved plans.
- a. Prior to commencement of Stage 1, a minimum of 36 visitor car parking, 29 Caravan/Boat parking and 17 RV parking spaces are to be constructed on site generally in accordance with the approved plans, including designated disabled car parking spaces. The communal spaces and associated 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.
  - b. Prior to commencement of Stage 2, a minimum of 7 additional visitor car parking spaces (41 spaces in total) are to be constructed on site generally in accordance with the approved plans, including designated disabled car parking spaces. The communal spaces and associated 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.

- c. Prior to commencement of Stage 6, a minimum of 20 additional visitor car parking spaces (61 spaces in total) are to be constructed on site generally in accordance with the approved plans, including designated disabled car parking spaces. The communal spaces and associated 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.
  - d. Prior to commencement of Stage 7, a minimum of 7 additional visitor car parking spaces (68 spaces in total) are to be constructed on site generally in accordance with the approved plans, including designated disabled car parking spaces. The communal spaces and associated 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.
33. Prior to the commencement of the use of Stage 1, a minimum of four (4) bicycle spaces are to be constructed onsite within walking distance to the communal facilities. All bicycle spaces are to be constructed in accordance with AS2890.3 (2015).
34. Prior to the commencement of the use of Stage 1, a 9m wide Type B2 Commercial Driveway is to be constructed in accordance with 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>.*

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 for each stage, 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. As part of the first Development Application for Operational Works, the Applicant must construct a 2 metre wide concrete footpath for the full extent of Watermark Avenue and the new proposed road, from the existing footpath to the front of the development, in accordance with Council's Standard Drawing Concrete Pathway/Bikeway Details.

*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>.*

## **Retaining Walls**

39. As part any Development Application for 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 with the proposed colour pallet of the proposed buildings.

## Landscaping

40. As part of the first Development Application for Operational Works, a Master 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 Master Landscaping Plan is to be certified by a Landscape Architect.

*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>.*

41. Prior to commencement of the use for each stage, 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 Master Landscaping Plan.
42. Prior the commencement of Stage 1, street trees are to be constructed along Watermark Avenue, at a rate of 1 tree per 10m in accordance with Table 9.3.4.3.2 - 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>.*

43. Prior to the commencement of the use, the Applicant must construct a minimum 1.8m high screen fence to all property boundaries, the details of which are to be submitted with any Development Application for Building Works.

## Waste Management

44. Prior to the commencement of the use of each stage, refuse bins are to be provided in accordance with the approved Waste Management at a rate of:
- Residential Dwellings: 1 x 240L General Waste wheelie bin and 1 x 240L Recyclable Waste wheelie bin per dwelling; and
  - Club House: 1 x 1.1m<sup>3</sup> General Waste Bulk Bins and 1 x 1.1m<sup>3</sup> Recyclable Waste Bulk Bins.
45. Prior to the commencement of the use of each stage, the waste storage area/s at the community facilities 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.
46. Prior to the commencement of the use of each stage, 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:
- Outdoor storage areas are situated in locations not visible from the street; and
  - A 1.8m solid screen fence is located around storage areas.

## Electrical, Telecommunication and Gas services

47. As part of any Development Application for Operational Works, all electrical (and telecommunication) conduits are to be installed (including conduits under roads, under concrete pathways and beneath retaining walls etc.) together with the associated infrastructure (including electrical pits, light pole and sub-station footings etc.).

48. Prior to the commencement of Stage 1, a Certificate of Supply shall be provided to demonstrate connection of electricity supply to the subject site.

*Advisory Note: The Ergon Energy Rockhampton Office are available on (07) 49311012.*

49. Prior to commencement of Stage 1, a Certificate of Supply shall be provided to demonstrate connection of telecommunication supply to the subject site.

*Advisory Note: The Telstra Smart Communities Team are available on 1800 226 543.*

### **Survey Plan Endorsement**

50. As part of the lodgement for Survey Plan Endorsement, the Applicant is to provide at no cost to Council, one copy of the fully executed Easement Documentation (in accordance with Councils Standard Easement Document) for the following:

- a. Sewerage easement(s) in favour of Council burdening Lot 3 SP 221743 having a minimum width of 2m either side (4m in total) from the centreline of Councils asset;
- b. Water supply easement(s) in favour of Council burdening Lot 3 SP 221743 having a minimum width of 2m either side (4m in total) from the centreline of Councils asset.
- c. Drainage easement(s) in favour of Lot 3 SP 221743 burdening Lot 300 SP 264827 for the entire extent of proposed Basin B.

*Advisory Note: Council's Standard Easement Document Form 9 Version 4 can be obtained through Councils Development Services Department.*

51. Lodgement of Survey Plan Endorsement must include the following:

- a. Completion of Council's Request - Assessment and Endorsement of a Survey Plan Form;
- b. All survey marks in their correct position in accordance with the Survey Plan;
- c. A Compliance Report demonstrating compliance with all associated Development Permit(s);
- d. One copy of the Survey Plan and Easement Documentation, each fully executed for the lodgement with the Titles Office;
- e. Payment of any outstanding rates and charges in accordance with Schedule 18, Item 2(1)(c) of the *Planning Regulation 2017*; and
- f. Payment of any outstanding Adopted Infrastructure Charges.

*Advisory Note: Council's Request - Assessment and Endorsement of a Survey Plan Form is found at <http://www.gladstone.qld.gov.au/forms>.*

### **Lawful Commencement**

52. Prior to the commencement of the use for each stage, the Applicant is to request a Compliance Inspection be undertaken by Council to confirm that all conditions of this Development Permit are considered compliant.

53. Upon receipt of confirmation from Council that the relevant conditions of this staged Development Permit are considered compliant, the Applicant is to notify Council within 20 business days that this approved use has lawfully commenced.

**Advice to Applicant:**

The Applicant is required to comply with the Acceptable Outcomes within the Emerging Community Zone Code for a Sales Office at all times. If the Sales Office operates outside of the minimum requirements, a Material Change of Use of premises for a Sales Office will be required.

A Food Business License and Design Application may be required in accordance with the *Food Act 2006*. If this license is applicable, it is required to be lodged to Council prior to the commencement of the use and remain current for the life of the Retirement Facility use. Furthermore, a Trade Waste License may be required.

Council provides a certification service for Building Certification requirements.

An Adopted Infrastructure Charge Notice in relation to the infrastructure charges applicable to this development has been provided separately. Council's Infrastructure Charges Incentive Policy may be applicable to this development. Please see the full Policy on Council's website.

**Attachments:**

1. Submissions received during Public Notification Period;
2. Response to Submissions received during Public Notification; and
3. Agnes Water Manufactured Home Estate Economic Need Assessment.

**Tabled Items:**

Nil.

**Report Prepared by:** Planning Officer



### **G/3.7. PEOPLE CULTURE AND SAFETY**

Nil.

## **G/3.8. FINANCE GOVERNANCE AND RISK**

### **G/3.8.1. COMMUNITY INVESTMENT POLICY**

**Responsible Officer: General Manager Finance Governance and Risk**

**Council Meeting Date: 7 May 2019**

**File Ref: CM28.2**

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#### **Purpose:**

To consider adopting a new policy for the community investment program.

#### **Officer's Recommendation:**

That Council resolve the following for commencement 1 July 2019:

1. Repeal P-2017-39 - Donations to Community Organisations Policy;
2. Repeal P-2014-37 - Assessment and Approval of Facilities Assistance and Club Development Grants Policy;
3. Repeal P-2015-03 – Gladstone Partners Program Policy;
4. Rescind Part 2 of Council Resolution G/16/2781 establishing the Major Events Advisory Panel;
5. Rescind Council Resolution G/18/3555 for the appointment of Cr Masters and Cr Hansen to the Sport and Recreation Grants Assessment Panel due to the repeal of policy P-2014-37;
6. Adopt P-2019-08 – Community Investment Policy.

#### **Background:**

Council currently have a variety of policies and processes for the allocation of funding to support community activities and initiatives. These currently include the:

- Donations to Community Organisations Policy;
- Assessment and Approval of Facilities Assistance and Club Development Grants Policy (including a Sport and Recreation Grants Assessment Panel);
- Gladstone Partners Program Policy; and a
- Major Events Advisory Panel.

A number of these policies are due for review and accordingly a comprehensive review of all policies and governance arrangements for Council's community investments has occurred.

#### **Consideration:**

The revision of the existing governance arrangements has resulted in a proposed Community Investment Policy for Council to consider that meets legislative requirements as well as incorporating all donations, grants and sponsorships associated with investing in our community. The proposed policy has five funding initiatives with each containing specified funding streams. The policy proposed is intended to identify:

- the type and category of fund;
- the frequency or timing of application rounds; and
- the focus area for the fund.

There is an associated eligibility criteria matrix attached to clearly identify if an organisation or group is eligible to make application for the funding.

The policy also identifies through a summary table who the decision maker for each fund will be and whether or not acquittal or a funding agreement is required.

### Panel Assessments

It is intended that Council officers are the participants for Panel Assessments and will make recommendations to Council for decisions on funding. This proposed process will enable a 'separation of powers' from the panel and the decision maker for funding granted. However, Council may wish to consider nominating a Councillor to participate on the panel assessment for particular funding streams. A potential additional recommendation could be:

*7. That Council resolve to make the following Councillor appointments for the Community Investment Policy panel assessments:*

- a) Cr \_\_\_\_\_ to the Sport & Active Recreation (Strategic Projects) Panel;
- b) Cr \_\_\_\_\_ to the Sport & Active Recreation (Community Projects) Panel;
- c) Cr \_\_\_\_\_ to the Jumpstart City Heart Panel;
- d) Cr \_\_\_\_\_ to the Environmental Care Panel;
- e) Cr \_\_\_\_\_ to the Community Celebration Fund Panel (noting this includes Ignite, Impact, Destination and Signature Events).

### **Communication and Consultation (Internal/External):**

Internal consultation has occurred with the Community Development & Events team responsible for administering the programs. The executive team have reviewed the draft policy and feedback has been received from various leaders across the business.

### **Legal Environmental and Policy Implications:**

The *Local Government Act 2009* requires local governments to prepare and adopt a policy about grants to community organisations which includes the criteria for a community organisation to be eligible to apply for a grant from the local government.

### **Financial and Resource Implications:**

The revision of the policy will influence the funding streams available to external parties however the determination of the amount of funding for the Community Investment Program will be made during budget deliberations.

### **Commentary:**

Funding Guidelines are being developed that will be published during application rounds and provide applicants and decision makers with the assessment criteria to inform a decision.

### **Summary:**

The review and proposed consolidation of three existing policies into one streamlined Community Investment Policy is intended to simplify and centralise funding programs offered by Council (with the exception of those covered by other policies).

### **Anticipated Resolution Completion Date:**

1 July 2019

### **Attachments:**

1. P-2017-39 - Community Donations Policy

2. P-2014-37 - Assessment and Approval of Facilities Assistance and Club Development Grants Policy (includes Sport and Recreation Grants Assessment Panel)
3. P-2015-03 – Gladstone Partners Program
4. Proposed P-2019-08 – Community Investment Policy

**Tabled Items:**

Nil.

**Report Prepared by:** Manager Governance

## **G/4. DEPUTATIONS**

Nil.

## **G/5. COUNCILLORS REPORT**

Nil.

## **G/6. URGENT BUSINESS**

Nil.

## **G/7. NOTICE OF MOTION**

Nil.



## **G/8. CONFIDENTIAL ITEMS**

Nil.

## ATTACHMENTS