



Notice of Meeting

Notice is hereby given that the **Ordinary Meeting** of the **Whitsunday Regional Council** will be held at the **Proserpine Council Chambers, 83-85 Main Street, Proserpine** on **09 September 2015** commencing at **9:00 a.m.** and the Agenda is attached.

Councillors: Jennifer Whitney, Jan Clifford, John Atkinson, John Collins, Peter Ramage, David Clark and Andrew Willcox

Local Government Act 2009

55.(1) Written notice of each meeting or adjourned meeting of a local government must be given to each councillor at least 2 days before the day of the meeting unless it is impracticable to give the notice.

(2) The written notice must state:

- (a) the day and time of the meeting; and
- (b) for a special meeting – the object of the meeting

(3) A **special meeting** is a meeting at which the only business that may be conducted is the business stated in the notice of meeting.

S J WATERS
CHIEF EXECUTIVE OFFICER





**Agenda of the Ordinary Meeting to be held at
Proserpine Council Chambers, 83-85 Main Street, Proserpine
on 09 September 2015 commencing at 9:00am**

Council acknowledges and shows respect to the Traditional Custodian/owners whose country we hold this meeting.

9:00 am

- Formal Meeting Commences

10:30 am – 11:00 am

- Morning Tea

1:00 pm

- Lunch

Whitsunday Regional Council
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Proserpine Council Chambers, 83-85 Main Street, Proserpine
 on 09 September 2015 commencing at 9:00am

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14.3.4 Port of Airlie Car Park

1. Apologies

No Agenda items for this section

2. Condolences
2.1 CONDOLENCES

RECOMMENDATION

That Council observe one (1) minutes silence for the recently deceased.

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

BACKGROUND

Advice has been received by Council of members of the communities passing.

REPORT

The Mayor and Chief Executive Officer forwarded bereavement cards to the families of recently deceased members of the Whitsunday Regional Council.

STATUTORY MATTERS

N/A

CORPORATE PLAN REFERENCE

N/A

OPERATIONAL PLAN REFERENCE

N/A

BUDGET REFERENCE

N/A

CONSULTATION

N/A

ATTACHMENTS

N/A

3.1 Mayoral Minute

No Agenda items for this section

3.2 Mayoral Update

4. Confirmation of Minutes
4.1 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the Ordinary Meeting held on 26 August 2015 be confirmed.

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

BACKGROUND

Minutes were kept from the previous Ordinary Meeting of Council held on 26 August 2015. These minutes once drafted were submitted to the Chief Executive Officer for review before the unconfirmed version of the minutes was placed on Council's internet site for public viewing.

These minutes are therefore submitted for adoption of their accuracy by the Councillors at this meeting of Council.

REPORT

The Minutes of the Council's Ordinary Meeting held on 26 August 2015 are attached to this agenda report for review by Councillors.

STATUTORY MATTERS

Local Government Regulation 2012 section 272

CORPORATE PLAN REFERENCE

N/A

OPERATIONAL PLAN REFERENCE

N/A

BUDGET REFERENCE

N/A

CONSULTATION

Scott Waters – Chief Executive Officer

ATTACHMENTS

Copy of the minutes from Ordinary Meeting held on 26 August 2015 **(attached separately)**

5. Delegations

No agenda items for this section.

6. Petitions

No agenda items for this section.

7. Notice of Motion

No agenda items for this section.

8. Questions on Notice

No agenda items for this section.

9. Questions from Public Gallery

PUBLIC QUESTION TIME

At this time in the meeting the opportunity is provided to members of the gallery to ask questions of the Council or to make statements about the Council and its operations. Under Council's Standing Orders the following applies in relation to this public question time:

1. In every Council Meeting time shall be set aside to permit members of the public to address the Council on matters of public interest related to local government. Questions from the Public Gallery will be taken on notice and may or may not be responded to at the Meeting and must be submitted in writing to Council prior to the Council Meeting in accordance with Council's Policy for Standing Orders – Meetings. The time allocated shall not exceed fifteen (15) minutes and no more than three (3) speakers shall be permitted to speak at any one (1) meeting. The right of any individual to address the Council during this period shall be at absolute discretion of the Council.
2. If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.
3. Any person addressing the Council shall stand, state their name and address, act and speak with decorum and frame any remarks in respectful and courteous language

10. Office of the Mayor and CEO

10.1 ADVISORY - SPECIAL HOLIDAYS IN THE WHITSUNDAY REGION 2016

RECOMMENDATION

That Council notes the dates provided by the respective Show Committees for the three (3) local Show Days for 2016, to be published in the Queensland Gazette.

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

BACKGROUND

Each year the Department of Justice and Attorney-General request Council to provide their office, the dates for the coming years' Show Holidays.

Council has been in contact with the 3 local Show Committees:

- Show Whitsunday;
- Bowen Pastoral Agricultural Association Incorporated; and
- Collinsville Lions Club;

to confirm the 3 dates for the Whitsunday, Bowen and Collinsville Show Holidays for 2016.

REPORT

Council submitted to the Office of Industrial Relations, Department of Justice and Attorney-General the dates provided by the 3 show committees for the 2016 show holidays. These dates will be published in the Queensland Gazette as a special holiday within the district.

- Whitsunday Show Holiday – Friday, 24 June 2016
- Bowen Show Holiday – Tuesday, 28 June 2016
- Collinsville Show Holiday – Tuesday, 01 November 2016

STATUTORY MATTERS

Holidays Act 1983

CORPORATE PLAN REFERENCE

Governance and Leadership

Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.

OPERATIONAL PLAN REFERENCE

Governance and Leadership

Strategies

- 1. Build and maintain strong, collaborative and cooperative relationships across all levels of government, business, industry and the community.***
- 2. Identify opportunities for alignment between Council's interests and objectives with those of Federal and State Governments.***
- 3. Partner with government, business, industry and the community to promote the Whitsunday Region at both a national and international level.***
- 4. Advocate Council's interests and objectives to government, business, industry and the community.***

BUDGET REFERENCE

N/A

CONSULTATION

Billie Davis – Administration Officer OMCEO (Author)
Scott Waters – Chief Executive Officer

ATTACHMENTS

Appendix Item 1 – Letter received from the Office of Industrial Relations
Appendix Item 2 – Copy of the letter sent to the Office of Industrial Relations

10.2 REQUEST FOR ASSISTANCE - WHITSUNDAY CATCHMENT LANDCARE

RECOMMENDATION

That Council provide assistance to the Whitsunday Catchment Landcare at the plant nursery located at 33 Kelsey Creek Road, Proserpine in the form of:

- a) Supply and installation of 10-15m³ of 10-25mm gravel; and
 - b) Supply and operation of trenching equipment for the installation of new irrigation mains.
-

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

BACKGROUND

Whitsunday Catchment Landcare 'WCL' currently operates a plant nursery at 33 Kelsey Creek Road, Proserpine.

WCL recently received a \$3,000 grant from the Philmac Project for the purpose of upgrading the irrigation that is currently installed at the nursery. To utilise this funding efficiently and effectively, WCL has had to consider all future requirements for the purpose endemic plant tubestock production, for both donation to the public and direct sales, a minor expansion of this growing area is required.

WCL has currently spent over \$10,000 on the purchase of nursery benches and have also applied for a \$30,000 grant to improve the storage facilities.

REPORT

Council has received correspondence from Whitsunday Catchment Landcare requesting assistance to help the expansion of their growing area.

Council's Works Manager has quoted the requested works as:

- a) Supply and installation of 10-15m³ of 10-25mm gravel - approximately \$650.00; and
- b) Supply and operation of trenching equipment for the installation of new irrigation mains – approximately \$1000.00

This is a total cost of \$1650 to Council with the current materials and equipment available to assist with the request.

STATUTORY MATTERS

N/A

CORPORATE PLAN REFERENCE

Governance and Leadership

Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.

OPERATIONAL PLAN REFERENCE

Governance and Leadership

Strategies

- 1. Build and maintain strong, collaborative and cooperative relationships across all levels of government, business, industry and the community.***

BUDGET REFERENCE

Works Department

CONSULTATION

Billie Davis – Administration Officer OMCEO (Author)

Scott Waters – Chief Executive Officer

Priyanka Herath – Manager of Works (Southern)

ATTACHMENTS

Appendix Item 1 – correspondence received from Whitsunday Catchment Landcare

10.3 REQUEST FOR SPONSORSHIP & IN-KIND SUPPORT - BOWEN'S GEM OF THE CORAL COAST FESTIVAL 2015

RECOMMENDATION

That Council provide \$_____ in the form of sponsorship and in-kind support to the 2015 Bowen Gem of the Coral Coast Festival event.

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

BACKGROUND

For many years the Gem of the Coral Coast Festival was the largest event on Bowen's calendar. First held in the early 1960's, the Gem was Bowen's harvest festival, giving the community a chance to celebrate the end of the picking season. Prior to last year, the last festival was held in 2007, on a much smaller scale than the traditional event.

2014 saw the return of the festival and boasting a great success. Queen entrant Chelsea Williams was crowned the Festival Queen, while Angela Gonzalez was crowned Charity Queen for her fundraising efforts. Hundreds of people lined Herbert Street for the return of the Festival Parade and many proceeded down to the Foreshore to continue the evening with entertainment.

The Gem of the Coral Coast Festival is an opportunity for the community to celebrate what is appreciated and loves about Bowen. It also acts as a mechanism for the community to reconnect and celebrate both its own cultural diversity and unity.

REPORT

Bowen Tourism and Business have approached Council to provide a thank you for their contributions made for their 2014 Gem of the Coral Coast Festival and request the same generous support for 2015.

Council resolved at their 22 October 2014 meeting:

10. Office of the CEO

10.5 2014/10/22.07 Sponsorship Request - Gem of the Coral Coast Festival

Moved by: D CLARK

Seconded by: A WILLCOX

That Council consider the request from the committee to be a Festival Sponsor.

Furthermore, that Council agree to sponsor the event and that the value of \$5000 be granted via Council's Civic Functions work order number.

MEETING DETAILS:

The motion was Carried 7/0

STATUTORY MATTERS

N/A

CORPORATE PLAN REFERENCE

Governance and Leadership

Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.

OPERATIONAL PLAN REFERENCE

Governance and Leadership

Strategies

1. *Build and maintain strong, collaborative and cooperative relationships across all levels of government, business, industry and the community.*

BUDGET REFERENCE

Sponsorship

CONSULTATION

Billie Davis – Administration Support Officer OMCEO (Author)
Scott Waters – Chief Executive Officer

ATTACHMENTS

- Appendix Item 1 – Correspondence from Bowen Tourism and Business Dated 18 August 2015
Appendix Item 2 – Bowen Gem of the Coral Coast Festival 2015 Sponsorship Prospectus

10.4 BUDGET FOR FIREWORKS 2015-16

RECOMMENDATION

That Council donate for the 2015-16 financial year:

- a) \$3,000 to the Bowen New Year's Eve Fireworks;
- b) \$3,000 to the Airlie Beach New Year's Eve Fireworks;
- c) \$1,500 to the Bowen Show; and
- d) \$1,500 to the Whitsunday Show.

All figures are GST inclusive.

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

BACKGROUND

In previous years Council has donated various amounts to the community for the purchase of fireworks for New Year's Eve and Show Events.

On the 10th December 2014, Council passed the following resolution:

10. Office of the Mayor and CEO
10.6 2014/12/10.08 Budget for Fireworks 2014-2015

Moved by: J CLIFFORD
Seconded by: D CLARK

That Council donate for the 2014/2015 financial year, \$2500 to the Bowen New Year's Eve fireworks, \$2500 to the Airlie Beach New Year's Eve fireworks, \$1500 to the Whitsunday Show and \$1500 to the Bowen Show (all figures are GST inclusive).

MEETING DETAILS:

The motion was Carried 7/0

CARRIED

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### REPORT

Council has received a request from Tourism Bowen to assist in the funding of the Bowen New Years' Eve Celebrations firework displays; they have requested funding in the form of \$5,000 cash.

In previous years Tourism Bowen has also requested the amount of \$5,000 to cover the costs of the fireworks displays, yet due to budget restrictions a lesser amount has been provided (\$2,500 each NYE event). In this years' financial budget, more money has been allocated to help assist these events and therefore the allocation of \$3,000 to each of the Bowen and Airlie Beach events is a \$500 increase from last financial year.

The Bowen and Whitsunday show firework events are a much smaller display than those of the NYE events and therefore the funding amount of \$1,500 is suitable and consistent with the 2014-15 financial year allocation.

## **STATUTORY MATTERS**

N/A

## **CORPORATE PLAN REFERENCE**

*People*

***Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.***

## **OPERATIONAL PLAN REFERENCE**

*People*

*Strategies*

- 6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.***

## **BUDGET REFERENCE**

Office of the Mayor and CEO – Community Programs & Events - Fireworks

## **CONSULTATION**

Billie Davis – Administration Support Officer OMCEO (Author)

Scott Waters – Chief Executive Officer

## **ATTACHMENTS**

Appendix Item 1 – Correspondence dated 31 August 2015 from Tourism Bowen

## **10.5 INTERNATIONAL ISLAND TOURISM CONFERENCE 2015 12 - 14 OCTOBER 2015**

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### **RECOMMENDATION**

**That Council approve for Mayor Jennifer Whitney and the Chief Executive Officer to attend the 2015 International Islands Tourism Conference to be held at Zhoushan Archipelago, Zhejiang Province, People's Republic of China, on the 12-14 October 2015.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

### **BACKGROUND**

The International Island Tourism Conference is to be held in Zhoushan City, southeast China's Zhejiang Province between October 12 and 14. This year's theme is connecting the Maritime Silk Road and sharing island development.

The event will be jointly organized by World Tourism Organization, China National Tourism Administration and Government of Zhejiang Province, and sponsored by Alibaba Group and Pacific Asia Travel Association. The theme of WITC 2015 is designed to be "Island Tourism at the Internet Age". Some 300 expected attendees are state officials responsible for national island tourism, mayors of island cities, research experts in island tourism and execs in the resort sectors, some of whom will deliver keynote speeches.

This event will also unveil the lists of "World's Best Island Tourist Destinations for 2015" and "World's Best Theme Tourist Destinations for 2015". Campaigns will be launched for promotion of island tourist destinations and international trade fairs will be held for island tourism products. Projects of island hostels and theme hotels will also be encouraged in matchmaking meetings on investment.

### **REPORT**

Council has received an invitation from The Executive Committee of the International Islands Tourism Conference lead a delegation to the 2015 International Islands Tourism Conference held in China on the 12-14 October 2015. The invitation was presented to Mayor Jennifer Whitney in Melbourne, Victoria on 17 June 2015 at a dinner hosted by the Zhoushan Government. The Committee have advised Council that they will cover the costs of the China domestic flights, accommodation, dining etc.

More than 23 countries including the USA, Russia, Australia, New Zealand and the Maldives will be attending the conference. More than 16 activities will be held during the conference including a competition for the favourite destination island for Chinese tourists. 20 most popular destination islands will be selected from among 40 candidates. It has been confirmed that a forum has been arranged to promote the Whitsunday Region of which Chinese travel agents will be present. Further to that a 'City Day' event will be held during the conference which is an interactive event between the Government, Chinese residents and tourists to promote various locations around the world; this again is another platform to show off the Whitsundays.



Mr. Fang, the Deputy Mayor of the Zhoushan Government has also proposed the sister city relationship with our region and hopes that an agreement can be signed during the conference.

This conference is the perfect platform to get the Whitsunday Region on the world stage, to show off our regions' natural beauty and what we have to offer the international tourism market

## **STATUTORY MATTERS**

N/A

## **CORPORATE PLAN REFERENCE**

*Prosperity*

*Objective: Our tourism and small business sectors are strong, sustainable and actively promoted.*

## **OPERATIONAL PLAN REFERENCE**

*Prosperity*

*Strategies*

5. *Promote the Whitsunday Region as a desirable domestic and international tourist destination.*
  
7. *Promote the continued diversification of the tourism sector.*

## **BUDGET REFERENCE**

Travel Expenses  
Conference Expenses

## **CONSULTATION**

Billie Davis – Administration Support Officer OMCEO (Author)  
Scott Waters – Chief Executive Officer  
Cherry Cai – Cultural Communications Officer

## **ATTACHMENTS**

Appendix Item 1 – Invitation from The Executive Committee of the International Islands Tourism Conference & Photo of Mayor Jennifer Whitney receiving the invitation from Mr. Fang Deputy Mayor of the Zhoushan Government.  
Appendix Item 2 – Conference Schedule

## 10.6 WHITSUNDAY MARKETING AND DEVELOPMENT SERVICE LEVEL AGREEMENT REPORT FOR 2014/15 FINANCIAL YEAR

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### RECOMMENDATION

That Council receive the Whitsunday Marketing and Development Service Level Agreement Report which outlines the actions and activities conducted for the 2014/15 Financial Year.

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

### BACKGROUND

The Service Level Agreement has been prepared to formalise Whitsunday Regional Council and Whitsunday Coast Airport's sponsorship of Whitsunday Marketing and Development and clearly establish the subsequent service levels and outcomes required of Whitsunday Marketing and Development.

### REPORT

Council has received Whitsunday Marketing and Development's (WMDL) 2014/15 financial year Service Level Agreement report. This report outlines the actions and activities that have been undertaken by WMDL during the 2014/15 financial year in accordance with the projected SLA entered into by WMDL and Council.

### STATUTORY MATTERS

N/A

### CORPORATE PLAN REFERENCE

*Prosperity*

*Objective: Our tourism and small business sectors are strong, sustainable and actively promoted.*

### OPERATIONAL PLAN REFERENCE

*Prosperity*

*Strategies*

3. *Partner with tourism, business and economic development organisations to promote the local tourism and small business sectors.*
4. *Partner with tourism, business and economic development organisations to deliver training programs and initiatives for the tourism and small business sectors.*
5. *Promote the Whitsunday Region as a desirable domestic and international tourist destination.*

**7. *Promote the continued diversification of the tourism sector.***

**BUDGET REFERENCE**

N/A

**CONSULTATION**

Billie Davis – Administration Support Officer OMCEO (Author)  
Scott Waters – Chief Executive Officer  
Whitsunday Marketing & Development

**ATTACHMENTS**

Appendix Item 1 – Service Level Agreement 2014/15  
Appendix Item 2 – Service Level Agreement Report 2014/15

## 10.7 LEASING TEMPLATES

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### RECOMMENDATION

That Council:

- a) endorses the draft freehold and Trustee Lease templates to be used as a basis for negotiation with Lessee's (current and future) of Council assets excluding State controlled land; and
  - b) authorises the Chief Executive Officer to provide the draft Trustee Lease templates to the State Government for their review and comment prior to being used for negotiation with Lessee's (current and future) of State controlled land over which Council is a Trustee.
- 

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Office of the Mayor and CEO Department.

### BACKGROUND

Council is in the process of improving the governance around its leasing procedures. As part of this process, Council engaged McCullough Robertson to prepare standardised leases.

### REPORT

Council leases land to a wide variety of Lessee's who use the land for a variety of purposes. Much of the land that Council leases, particularly to community and sporting groups, is Trustee Land, meaning that Council holds the land in Trust from the State Government.

Prior to Council entering into any lease arrangements on Trustee Land, Council must seek permission from the State Government and have the proposed lease approved by the State. In order to expedite the process for gaining State Government approval for each lease, it is recommended that the draft Trustee Leases be provided to the State Government for their consideration prior to the Trustee Lease templates being utilised.

The draft freehold and Trustee Lease templates have been prepared to be as comprehensive as possible, taking into account the wide variety of uses of the land, from sport to agriculture, with the intention that each lease will be tailored to suit the use of the land.

Council's endorsement of the lease templates will enable Council officers to negotiate with current sporting clubs that have indicated that they are interested in entering into a lease to enable them to access grant funding.

### STATUTORY MATTERS

N/A

## **CORPORATE PLAN REFERENCE**

### ***Governance and Leadership***

***Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.***

## **OPERATIONAL PLAN REFERENCE**

### ***Governance and Leadership***

#### ***Strategies***

- 2. Develop a Governance Framework that provides accountable and transparent decision making and supports Council in meeting its legislative responsibilities.***

## **BUDGET REFERENCE**

N/A

## **CONSULTATION**

Kirsten Lesina – Governance & Legal Officer (Author)  
Fiona Leddick – Administration Officer Planning & Community  
Ken McLoughlin – Chief Operating Officer

## **ATTACHMENTS**

Appendix Item 1 – Whole of lot freehold Lease template  
Appendix Item 2 – Part of lot freehold Lease template  
Appendix Item 3 - Whole of lot Trustee Lease template  
Appendix Item 4 – Part of lot Trustee Lease template

**11. Corporate Services**  
**11.1 PROCUREMENT POLICY**

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**RECOMMENDATION**

**That Council adopt the attached 2015/2016 Procurement Policy.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Corporate Services Department.

**BACKGROUND**

Council is required annually to prepare and adopt a reviewed policy for procurement as stipulated under section 198 of the *Local Government Regulation 2012* (The Regulation). The policy must include the principles that Council will apply for the financial year, and must include the Sound Contracting Principles.

Council's existing Purchasing Policy was adopted 22 April 2014 and will be replaced by the draft Procurement Policy.

**REPORT**

This policy applies to the procurement of all goods, equipment and related services, construction contracts and service contracts (including maintenance).

It is the responsibility of all officers to undertake procurement functions in compliance with statutory responsibilities, Council policy and Council's Purchasing Guidelines.

Under Section 104 of the *Local Government Act 2009* (The Act) describes the Sound Contracting Principles which must be applied in all of Council's procurement activities. They are:

- (a) value for money; and
- (b) open and effective competition; and
- (c) the development of competitive local business and industry; and
- (d) environmental protection; and
- (e) ethical behaviour and fair dealing.

Following the adoption of the policy by Council, the policy will be listed on Council's website to satisfy the requirements of section 199 of the Regulation to ensure access to the public.

**STATUTORY MATTERS**

Local Government Act 2009  
Local Government Regulation 2012

**CORPORATE PLAN REFERENCE**

***Governance and Leadership***

***Objective: Our organisation is innovative, efficient and financially sustainable.***

## **OPERATIONAL PLAN REFERENCE**

### ***Governance and Leadership***

#### ***Strategies***

- 1. Implement procurement initiatives to support and promote the local business sector.***

## **BUDGET REFERENCE**

N/A

## **CONSULTATION**

Peter Shuttlewood – Executive Manager of Procurement & Assets (Author)  
Graham Jarvis – Director of Corporate Services

## **ATTACHMENTS**

Appendix 1 – DRAFT Procurement Policy  
Appendix 2 – DRAFT Purchasing Guide 2015/2016

## 11.2 REVIEW OF POLICY - CONCEALED WATER LEAKAGE

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### RECOMMENDATION

**That Council approve the attached Concealed Water Leakage Policy.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Corporate Services Department.

### BACKGROUND

The existing policy was adopted on 28<sup>th</sup> February, 2011.

At that time, an excess water charging regime was operating for the northern areas of the Region, and a two part water tariff was operating for the southern areas.

Consideration for the amount of the concession was given in accordance with a scale that identified the amount of concession to be granted to vary in accordance with the location of the water leak, landscaping, overgrowth, under concrete, a sloping or rocky site.

These variables were often disputed by those who incurred a water leak. The property owner's responsibility for monitoring and maintaining internal water reticulation has now been incorporated into this new policy.

### REPORT

In accordance with the existing policy, fifty-eight (58) applications for a concession on the water service charges or excess water charges were received for the 2013/14 financial year.

Forty-seven (47) applications were granted a concession. Two (2) of these applications were community title properties, and multiple adjustments and separate actions were required to complete the application process. Three of these applications were for a concession greater than A total of \$27,651.61 in remissions were granted.

Two (2) applications were not granted a concession.

When the outcome did not meet the ratepayer's expectations, ongoing correspondence was required. Three applications continued to be disputed and were reviewed. Two applications were referred to the Ombudsman.

The amendments to the previous policy include an amendment to the maximum amount of remission to remove the table of calculation for a concession and insertion of 50% of the cost of the water lost. Specific definition of when a concession will not be granted has been included.

It remains that the responsibility rests with the property owner for all charges for water passing through the meter and for maintenance and repair of the water service within the premises, and that repairs must be carried out by a registered plumber.



## **STATUTORY MATTERS**

Local Government Act 2009  
Plumbing and Drainage Act 2002  
Standard Plumbing & Drainage Regulation 2003

## **CORPORATE PLAN REFERENCE**

### ***Governance and Leadership***

***Objective: Our organisation is innovative, efficient and financially sustainable.***

## **OPERATIONAL PLAN REFERENCE**

### ***Governance and Leadership***

#### ***Strategies***

- 2. Drive a positive, proactive and responsive customer service culture across the organisation.***
- 3. Develop and implement business improvement systems and long term asset management plans that support innovation and sustainability of service delivery.***
- 4. Improve methods of service delivery to the community.***
- 5. Implement procurement initiatives to support and promote the local business sector.***

## **BUDGET REFERENCE**

GL1470.100.102 – Rates Department - Water Service User Charge

## **CONSULTATION**

Amanda Ayers, Rates Team Leader (Author)  
Andrew McGregor, Executive Manager, Water & Sewerage  
John Cameron - Technical Officer Water & Sewerage  
Graham Jarvis – Director of Corporate Services  
Kelvin Stephens – Team Leader Plumbing Services

## **ATTACHMENTS**

Appendix Item 1 - Draft Policy – Concealed Water Leakage  
Appendix Item 2 - Draft – Concealed Water Leakage Application Form

## **12. Planning and Community Services**

### **12.1 ADVISORY - REGIONAL ARTS DEVELOPMENT FUND ANNUAL REPORT 2014-15**

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#### **RECOMMENDATION**

**That Council approves the RADF Council Annual Outcome Report for 2014/16 to be submitted to Arts QLD outlining the funding outcomes for the 2014-15 investment allocation.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

#### **BACKGROUND**

Whitsunday Regional Council has participated in the Regional Arts Development Fund since its inception in 1994. The Queensland Government, through the Arts Office, operates the RADF program in partnership with local government. The RADF program provides funding for development of cultural activities through locally determined policy and assessment procedures.

RADF has been introduced to foster and promote professional development and employment of artists in regional Queensland.

The program supports locally determined regional arts and cultural development opportunities by providing discrete, short term, project based financial assistance.

Individuals and organisations are encouraged to seek assistance for:

- Professional services to amateur arts activity
- Cultural Tourism, Place-making, publications and events
- Travel costs associated with local artists attending specialised seminars/workshops in major centres for the purpose of Individual Professional Development
- Professional components of projects such as residencies, productions, commissions, exhibitions, short term workshops, research and promotion
- Networking, training and professional development for local arts workers
- Cultural policy development and implementation

#### **REPORT**

Council is requested to approve the RADF Council Annual Outcome Report for 2014-15 to be submitted to Arts QLD on or before 30 September 2015 outlining the funding outcomes of the 2014-15 RADF investment allocation.

#### **STATUTORY MATTERS**

RADF is a partnership program between Arts Queensland and local government. Participating local Councils bid for a funding allocation for their region from Arts Queensland. Local Arts and Cultural workers then make application to the local Council.

Their applications are assessed by a publicly elected committee against criteria based on program guidelines and priorities identified in each Council's Arts and Cultural Development policy.

## **CORPORATE PLAN REFERENCE**

### ***Governance and Leadership***

***Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.***

## **OPERATIONAL PLAN REFERENCE**

### ***People***

### ***Strategies***

- 3. Develop a balanced system of funding local sport and recreation facilities.***
- 6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.***

## **BUDGET REFERENCE**

GL 03890.0405.0624 – Planning & Community Services – Community - RADF Expenses

## **CONSULTATION**

Jacqueline Neave – Arts & Culture Officer (Author)

Dan Staley – Director of Planning and Community Services

## **ATTACHMENTS**

Appendix Item 1 – Regional Arts Development Fund (RADF) Council Annual Outcome Report 2014-15

## 12.2 REQUEST FOR FINANCIAL ASSISTANCE - WHITSUNDAY REGIONAL GALLERY

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### RECOMMENDATION

**That Council provides \$3674.00 for the set-up and advertising costs of hosting the 'Drought...What Next?' Photographic Exhibition to be opened at the Whitsunday Regional Gallery on 11 September 2015.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

CentacareCQ's program is part of the Australian Government's drought assistance package and has worked towards supporting communities and families build and maintain a relationship in the drought impacted Local Government Areas, and it is CentacareCQ's attempt to increase awareness and understanding of this "mother of all droughts"

The 'Drought...What Next?' exhibition has been previously hosted by Barcaldine, Blackall/Tambo, Barcoo, Longreach, Isaac, Central Highlands and Brisbane's Local Government Areas, and shows images of drought impacted properties.

### REPORT

Council is in receipt of a letter dated 28 August 2015 from Jacinta Beatts – Coordinator/Director of Whitsunday Regional Gallery stating that the gallery in conjunction with Whitsunday Regional Council will be hosting the first travelling photographic exhibition to the region, 'Drought...What Next?', with the opening to be held on Friday 11 September 2015 at 7pm; then exhibited from 12 September to 9 October 2015(attached).

The requirements to accommodate the photographs are a hanging system with lighting and all print material to advertise the event. Whitsunday Regional Gallery is seeking financial assistance to host the event for Whitsunday Regional Council. In return for the financial support Council will be acknowledged for their contribution through a range of marketing products associated with the event. Also an invitation has been extended to the Mayor and Councillors who wish to attend this event.

It is estimated that the costs to accommodate this exhibition will be \$3674.00.

### STATUTORY MATTERS

Local Government Facilities and Areas Local Law 2014

### CORPORATE PLAN REFERENCE

#### *Governance and Leadership*

***Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.***

## **OPERATIONAL PLAN REFERENCE**

### ***People***

### ***Strategies***

- 6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.***

## **BUDGET REFERENCE**

Planning & Community Services – Community & Social Development Expenses – Grants/Donations Paid

## **CONSULTATION**

Jacqueline Neave – Arts & Culture Officer (Author)

Dan Staley – Director of Planning and Community Services

## **ATTACHMENTS**

Appendix Item 1 – Letter and Quotes dated 28 August 2015 from Jacinta Beatts – Whitsunday Regional Gallery

## 12.3 REQUEST FOR FEE WAIVER - LIONS CLUB OF BOWEN INC.

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### RECOMMENDATION

**That Council waive the Building Application fee of \$629.00 for the new Shelter Shed at Hansen Park, Bowen.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

The Bowen Lions Club coordinate Sunday community markets at Hansen Park in Bowen. The community markets at Hansen Park are popular with local residents and tourists. In 2014, the Bowen Lions club built a rotunda at Hansen Park to accommodate bands and to act as the centre piece for the community markets. The popularity of the markets has meant that there is an additional demand for more shelter and infrastructure at Hansen Park, and the purpose of the new shelter shed is to create a dedicated space for cooking BBQs and food preparation.

### REPORT

The Bowen Lions Club approached Whitsunday Regional Council seeking endorsement to construct a new shelter near the Rotunda in Hansen Park. A Building Application 20150713 was submitted for the BBQ shelter construction, with a request to waive the application fee of \$629.00.

### STATUTORY MATTERS

The Council owns the land which Hansen Park is located upon

### CORPORATE PLAN REFERENCE

#### *People*

***Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.***

### OPERATIONAL PLAN REFERENCE

#### *People*

#### *Strategies*

- 1. Effectively maintain public spaces and ensure they are accessible to people of all ages and abilities.***
- 
- 3. Develop a balanced system of funding local sport and recreation facilities.***
- 
- 5. Encourage cooperation between community and sporting groups and maximise benefits to sporting and recreation facilities across the Whitsunday Region.***

6. *Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.*
7. *Promote volunteerism and encourage the participation of volunteers in community activities.*

**BUDGET REFERENCE**

N/A

**CONSULTATION**

Jacqueline Neave – Arts & Culture Officer (Author)  
Dan Staley – Director of Planning and Community Services

**ATTACHMENTS**

N/A

## 12.4 REQUEST FOR FEE WAIVER - GIRUDALA COMMUNITY CO-OPERATIVE SOCIETY LTD

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### RECOMMENDATION

**That Council waive the minor event application fee \$383.00 in support of Girudala Community Co-op to host their Clear Jam Concert on the 07 November 2015 at the Bowen Sound Shell.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

Girudala Community Co-op has annually provided the Community with the Clear Jam Concert. The Clear Jam Concert is an event held annually to promote awareness of drug and alcohol in the community.

### REPORT

Girudala Community Co-op has requested a fee waiver of \$383.00 in support of their annual Clear Jam Concert to be held at the Bowen Sound Shell on the 7 November 2015.

The concert is a drug and alcohol awareness event supported by local youth and their families whom have the opportunity to express themselves through the use of public performance which may include; playing an instrument, telling jokes or poems, moreover it is an opportunity for young people to develop their self-confidence and self-esteem.

### STATUTORY MATTERS

Local Government Facilities and Areas Local Law 2014

### CORPORATE PLAN REFERENCE

#### *People*

***Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.***

### OPERATIONAL PLAN REFERENCE

#### *People*

#### *Strategies*

***6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.***

### BUDGET REFERENCE

Planning & Community Services – Community & Social Development Expenses – Grants/Donations Paid



## **CONSULTATION**

Jacqueline Neave – Arts & Culture Officer (Author)  
Dan Staley – Director of Planning and Community Services

## **ATTACHMENTS**

N/A

## 12.5 REQUEST FOR FEE WAIVER - CANCER COUNCIL QUEENSLAND

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### RECOMMENDATION

That Council:

- a) waive the Event Application Fee of \$638 to Cancer Council Queensland in support of the Whitsunday Relay for Life; and
  - b) refund the Application Fee of \$383 for the Bowen Collinsville Rollacoaster Ride fundraising events held on 22/23 August 2015.
- 

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

Cancer Council Queensland is a not for profit organisation that supports people and families affected by cancer as well as funding research and education programs.

### REPORT

Cancer Council Queensland hosts a number of fundraising events that highlight the need to support the fight against cancer. 2015 marks the 26<sup>th</sup> anniversary of the Cancer Council's bicycle ride fundraiser, this year incorporating the Bowen Collinsville Rollacoaster Ride. The Whitsunday Relay for Life focusses on recognising those who have lost their lives to cancer and the need to find a cure.

### STATUTORY MATTERS

Local Laws 2014

### CORPORATE PLAN REFERENCE

*People*

*Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.*

### OPERATIONAL PLAN REFERENCE

*People*

*Strategies*

5. *Encourage cooperation between community and sporting groups and maximise benefits to sporting and recreation facilities across the Whitsunday Region.*
6. *Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.*

## **BUDGET REFERENCE**

WO 2967.1074 - Donations

## **CONSULTATION**

Rod Cousins - Regional Sports & Recreation Officer (Author)

Dan Staley – Director of Planning and Community Services

## **ATTACHMENTS**

Appendix Item 1 – Request for Application Fee Waiver for Bowen Collinsville Rollacoaster Ride.

Appendix Item 2 – Request for Application Fee Waiver for Whitsunday Relay for Life.

## 12.6 REQUEST FOR FEE WAIVER - DISABILITY ACTION WEEK EVENTS

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### RECOMMENDATION

That Council waive the Event Application Fees totalling \$766 in support of the Department of Communities, Child Safety and Disability Services Disability Action Week events to be held at the Airlie Beach Foreshore on 16 September 2015 and Pioneer Park, Proserpine on 20 September 2015.

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

The Department of Communities, Child Safety and Disability Services provides support for people with disabilities and their families through local coordinators. Part of the service provision for people with disabilities is the facilitation of events and activities that promote interaction with each other and the broader community. Events such as Artabilities Day, Sportabilities Day and Family Fun Days provide the opportunity for all people to participate in a range of experiences and educate the community about the abilities and potential of disabled people.

### REPORT

The Department of Communities, Child Safety and Disability Services has made application to run two events on Council property; an Artabilities Day at the Airlie Beach Foreshore on 16 September 2015 and a Family Fun Day at Pioneer Park on 20 September 2015. The Department has requested a waiver of the application fee for both events, totalling an amount of \$766.

### STATUTORY MATTERS

Local Laws 2014

### CORPORATE PLAN REFERENCE

*People*

***Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.***

### OPERATIONAL PLAN REFERENCE

*People*

*Strategies*

- 1. Effectively maintain public spaces and ensure they are accessible to people of all ages and abilities.***
- 6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.***

## **BUDGET REFERENCE**

WO 2967.1074 - Donations

## **CONSULTATION**

Rod Cousins - Regional Sports & Recreation Officer (Author)

Dan Staley – Director of Planning and Community Services

## **ATTACHMENTS**

Appendix 1 - Letter Requesting Event Application Fee Waiver – Artabilities Day Airlie Beach Foreshore

Appendix Item 2 – Letter Requesting Event Application Fee Waiver – Family Fun Day Pioneer Park

## 12.7 REQUEST FOR FEE REFUND - WHITSUNDAY MOUNTAIN BIKE CLUB

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### RECOMMENDATION

**That Council refund the Event Application Fee of \$375 to the Whitsunday Mountain Bike Club in support of the Gravity Enduro event held on 16 August 2015 in Airlie Beach.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 9 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

The Whitsunday Mountain Bike Club is a not for profit organisation that holds a series of mountain bike riding events for members and visitors interested in the sport. The local environment lends itself to the sport, but the club does not currently have its own facility and opportunities for participation are limited to events held primarily on Council and/or State owned land.

### REPORT

The Whitsunday Mountain Bike Club submitted an event application to host the Honeyeater Gravity Enduro Race at the Honeyeater track on 16 August 2015. The application included a payment of the event application fee of \$375. The event was held on 16 August 2015, attracting some 13 riders from Townsville and Mackay as well as local riders. Following the success of the event, the club is negotiating with the Townsville mountain bike organisation to include this race as part of the North Queensland Gravity Enduro Series for 2016 which will potentially see numbers quadruple.

These events provide Council the opportunity to support a local club's endeavours in hosting events that draw visitors to the region.

### STATUTORY MATTERS

Council Policy – Donations and Concessions for Not for Profit Organisations

### CORPORATE PLAN REFERENCE

*People*

***Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.***

### OPERATIONAL PLAN REFERENCE

*People*

*Strategies*

**3. *Develop a balanced system of funding local sport and recreation facilities.***

**6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.**

**BUDGET REFERENCE**

GL 03870.0405.0622 – Donations & Concessions  
WO 2967

**CONSULTATION**

Rod Cousins - Regional Sports & Recreation Officer (Author)  
Dan Staley – Director of Planning and Community Services

**ATTACHMENTS**

Appendix Item 1 – Refund Request Letter from Chris Labes, Whitsunday Mountain Bike Club Secretary.

**12.8 ADOPTION OF FEE WAIVER FOR CERTAIN DEVELOPMENTS - SLOPE AND BUSHFIRE ASSESSMENT - 2006 BOWEN SHIRE PLANNING SCHEME AND 2009 WHITSUNDAY SHIRE PLANNING SCHEME**

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**RECOMMENDATION**

**That Council:**

- a) **waive the development application lodgement fee for the following types of development applications made assessable by the 2009 Whitsunday Shire Planning Scheme (WPS) or the 2006 Bowen Shire Planning Scheme:**
- i) **Development Application for a Material Change of Use (MCU), Carrying out Operational Work (OW) or Building Work (BW) where it can be demonstrated that:**
    - (1) **The subject site is identified within the:**
      - **WPS - Natural Hazards Overlay for Bushfire Hazard or Landslide Risk; or**
      - **BPS – Special Management Area Overlay Map O3 or Natural Ground Level Slopes greater than 15%; and**
    - (2) **The proposed development is:**
      - (a) **Wholly contained within an existing building; or**
      - (b) **Involves building work of less than or equal to 50m<sup>2</sup>; or**
      - (c) **Involves a change in level of less than or equal to 0.5m of any part of the site; or**
      - (d) **Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site.**
- b) **note the process for Development Applications that meet the specified requirements should be lodged to Council in the standard manner; however, provide a cover letter stating that a waiver of the application fee is sought in accordance with this resolution.**

**Council then will undertake a review of the Development Application and either:**

- i) **Confirm the relevant fee waiver requirements have been met, compliance with the planning scheme has been achieved and issue a Decision Notice; or**
  - ii) **Confirm that the relevant fee waiver requirements have not been met and that a full assessment is required. In this instance Applicants will be provided with a Not Properly Made Letter, requesting the relevant application be made; and**
- c) **delegates to the Chief Executive Officer to waive application fee in accordance with this resolution.**

---

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September, 2015 by Council's Planning and Community Services Department.



## BACKGROUND

Council at its meeting of 25 February, 2015 resolved that Council:

1. *Adopt mapping developed from the Bowen Shire Storm Tidy Study - Final Report (September 2004) for the purpose of public knowledge;*
2. *Make a copy of the Bowen Shire Storm Tide Study - Final (September 2004) mapping available on Council's website for public information;*
3. *It is recommended that Council waive the development application lodgement fee for the following type of development applications made assessable by the BPS:*
  - a) *Development Application for a Material Change of Use (MCU), Carrying out Operational Work or Carrying out Building Work where it can be demonstrated that:*
    - (i) *The subject site is identified within the Storm Surge Hazard Special Management Area on Overlay Map 05, but not within an area identified on the developed mapping from the Storm Tide Study in Attachment A.*
  - b) *Development Application for a Material Change of Use (MCU), Carrying out Operational Work or Carrying out Building Work where it can be demonstrated that:*
    - (i) *The subject site is identified within the Don River Flood Plain Special Management Area on Overlay Map 04; and*
    - (ii) *The proposed development is:*
      - a. *Wholly contained within an existing building; or*
      - b. *Involves building work of less than or equal to 50m<sup>2</sup>; or*
      - c. *Involves a change in level of less than or equal to 0.5m of any part of the site; or*
      - d. *Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site.*
  - c) *Development Application for a Material Change of Use (MCU), Carrying out Operational Work or Carrying out Building Work where it can be demonstrated that:*
    - (i) *The subject site is identified within the Storm Surge Hazard Special Management Area on Overlay Map 05; and*
    - (iii) *The proposed development is:*
      - a. *Wholly contained within an existing building; or*
      - b. *Involves building work of less than or equal to 50m<sup>2</sup>; or*
      - c. *Involves a change in level of less than or equal to 0.5m of any part of the site; or*
      - d. *Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site;*
4. *That Council note the process for Development Applications that meet the specified requirements should be lodged to Council in the standard manner; however, provide a cover letter stating that a waiver of the application fee is sought in accordance with this resolution.*

*Council then will undertake a review of the Development Application and either:*

- i. Confirm the relevant fee waiver requirements have been met, compliance with the planning scheme has been achieved and issue a Decision Notice; or
  - ii. Confirm that the relevant fee waiver requirements have not been met and that a full assessment is required. In this instance Applicants will be provided with a Not Properly Made Letter, requesting the relevant application be made; and
5. That Council delegates to the Manager - Development Assessment to waive application fee in accordance with this resolution.

## REPORT

Council Officers have been working through a number of low risk domestic scale proposals against the *2015 Draft Whitsunday Regional Planning Scheme*.

*State Planning Policy 2014* commenced in July, 2014 and includes Part E – Interim Development Assessment Requirements for the relevant State Interests. One of the areas which Council Officers have been reviewing is in relation to Natural Hazards, risk and resilience, particularly around those which are deemed to be ‘low risk’ assessments.

The *2006 Bowen Shire Planning Scheme* contains the following assessable development triggers for Bushfire and Slope Assessment:

Bushfire – code assessable if in a Special Management Area on Overlay Maps 03; and

Slope – code assessable if involving construction of a Class 1a building on land with natural ground level slopes greater than 15%.

The *2009 Whitsunday Shire Planning Scheme* contains the following assessable development triggers for Bushfire and Slope Assessment:

Bushfire – code assessable if the site is identified as assessable in the table of assessment for the relevant zone and on land identified as medium or high risk on the Bushfire Risk area on Overlay Map NHOM1; and

Slope – code assessable if the site is identified on land with a slope of 15% or greater.

The *2015 Draft Whitsunday Regional Planning Scheme* contains the following assessable development triggers for Bushfire and Slope Assessment:

Bushfire – if on land:

- (a) Subject to the Bushfire hazard overlay as identified in the Bushfire hazard overlay map; and
  - (b) Where not wholly contained within an existing building; or
  - (c) Involving building work of greater than 50m<sup>2</sup>; or
  - (d) There would be a change in level of greater than 0.5 of any part of the site; or
  - (e) Greater than 50m<sup>3</sup> of material is imported to or removed from the site
- there is no change to the level of assessment (jump up from self-assessable to code assessable) if the proposal complies with the outcomes of Table 8.2.4.3.1 (criteria for self-assessable and assessable development) for the Bushfire hazard overlay code; and

Slope – Subject to the Landslide hazard overlay as identified in the Landslide hazard overlay map; and

- (a) Where not wholly contained within an existing building; or
- (b) Involving building work of greater than 50m<sup>2</sup>; or

- (c) There would be a change in level of greater than 0.5 of any part of the site; or
  - (d) Greater than 50m<sup>3</sup> of material is imported to or removed from the site
- there is no change to the level of assessment (jump up from self-assessable to code assessable) if the proposal complies with the outcomes of Table 8.2.11.3.1 (criteria for self-assessable and assessable development) for the Landslide hazard overlay code.

The above self-assessable triggers are the same triggers which apply to recent fee waivers for flood assessment for the *2006 Bowen Shire Planning Scheme* and the proposed fee waivers for flood assessment for the *2009 Whitsunday Shire Planning Scheme*.

On the basis of the above and that the above domestic triggers are considered to be 'low risk', it is recommended Council consider moving forward in preparation for the future adoption of the *2015 Draft Whitsunday Regional Planning Scheme* and allow for the fees to be waived for development applications for slope assessment and bushfire assessment.

The number of development applications currently being received by Council which are affected by the current triggers for bushfire and slope assessment are minimal, however this waiver would facilitate any proposed extensions or small outbuildings on the allotments.

The waiving of these fees will reduce red tape associated with the cost of undertaking a development application and allow these low risk applications to be assessed and decided without the application fee or the need to wait until the adoption of the *2015 Draft Whitsunday Regional Planning Scheme*.

On the basis of the above, Council Officers recommend that Council:

- a) *waive the development application lodgement fee for the following types of development applications made assessable by the 2009 Whitsunday Shire Planning Scheme (WPS) or the 2006 Bowen Shire Planning Scheme:*
  - ii) *Development Application for a Material Change of Use (MCU), Carrying out Operational Work (OW) or Building Work (BW) where it can be demonstrated that:*
    - (1) *The subject site is identified within the:*
      - *WPS - Natural Hazards Overlay for Bushfire Hazard or Landslide Risk; or*
      - *BPS – Special Management Area Overlay Map O3 or Natural Ground Level Slopes greater than 15%; and*
    - (2) *The proposed development is:*
      - (a) *Wholly contained within an existing building; or*
      - (b) *Involves building work of less than or equal to 50m<sup>2</sup>; or*
      - (c) *Involves a change in level of less than or equal to 0.5m of any part of the site; or*
      - (d) *Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site.*
- b) *note the process for Development Applications that meet the specified requirements should be lodged to Council in the standard manner; however, provide a cover letter stating that a waiver of the application fee is sought in accordance with this resolution.*

*Council then will undertake a review of the Development Application and either:*

- iii) *Confirm the relevant fee waiver requirements have been met, compliance with the planning scheme has been achieved and issue a Decision Notice; or*
- iv) *Confirm that the relevant fee waiver requirements have not been met and that a full assessment is required. In this instance Applicants will be provided with a Not Properly Made Letter, requesting the relevant application be made; and*
- c) *delegates to the Manager - Development Assessment to waive application fee in accordance with this resolution.*

The proposed fee waiver will align the current differences between the two Planning Schemes for example in that the *2006 Bowen Shire Planning Scheme* currently triggers assessable development for bushfire whereas the *2009 Whitsunday Shire Planning Scheme* currently does not trigger assessable development unless the applicable zone triggers assessable development.

The proposed fee waiver is also a positive step in transitioning towards the self-assessable provisions of the *2015 Draft Whitsunday Regional Planning Scheme* and considered to be 'low risk' assessments.

### **STATUTORY MATTERS**

*Sustainable Planning Act 2009*

### **CORPORATE PLAN REFERENCE**

***Place***

***Objective: Our infrastructure supports our region's current and future needs.***

### **OPERATIONAL PLAN REFERENCE**

***Place***

***Strategies***

1. ***Develop and maintain effective roads and drainage infrastructure, networks and facilities.***

### **BUDGET REFERENCE**

N/A

### **CONSULTATION**

Kellianne Wynne – Manager – Development Assessment (Author)

### **ATTACHMENTS**

N/A

## 12.9 ADOPTION OF FEE WAIVER FOR CERTAIN DEVELOPMENTS - 2009 WHITSUNDAY SHIRE PLANNING SCHEME

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### RECOMMENDATION

That Council:

- a) waive the development application lodgement fee for the following types of development applications made assessable by the 2009 Whitsunday Shire Planning Scheme (WPS):
  - i) Development Application for a Material Change of Use (MCU) or Carrying out Operational Work (OW) where it can be demonstrated that:
    - (1) The subject site is identified within the Natural Hazards Overlay Maps NHOM 3-4; and
    - (2) The proposed development is:
      - (a) located on land which is above the 1% Annual Exceedance Probability (AEP) event; or
      - (b) Wholly contained within an existing building; or
      - (c) Involves building work of less than or equal to 50m<sup>2</sup>; or
      - (d) Involves a change in level of less than or equal to 0.5m of any part of the site; or
      - (e) Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site.
  - b) note the process for Development Applications that meet the specified requirements should be lodged to Council in the standard manner; however, provide a cover letter stating that a waiver of the application fee is sought in accordance with this resolution.

Council then will undertake a review of the Development Application and either:

    - i) Confirm the relevant fee waiver requirements have been met, compliance with the planning scheme has been achieved and issue a Decision Notice; or
    - ii) Confirm that the relevant fee waiver requirements have not been met and that a full assessment is required. In this instance Applicants will be provided with a Not Properly Made Letter, requesting the relevant application be made; and
  - c) delegates to the Chief Executive Officer to waive application fee in accordance with this resolution.

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September, 2015 by Council's Planning and Community Services Department.

## BACKGROUND

Council at its meeting of 25 February, 2015 resolved that Council:

1. *Adopt mapping developed from the Bowen Shire Storm Tidy Study - Final Report (September 2004) for the purpose of public knowledge;*
2. *Make a copy of the Bowen Shire Storm Tide Study - Final (September 2004) mapping available on Council's website for public information;*
3. *It is recommended that Council waive the development application lodgement fee for the following type of development applications made assessable by the BPS:*
  - a) *Development Application for a Material Change of Use (MCU), Carrying out Operational Work or Carrying out Building Work where it can be demonstrated that:*
    - (i) *The subject site is identified within the Storm Surge Hazard Special Management Area on Overlay Map 05, but not within an area identified on the developed mapping from the Storm Tide Study in Attachment A.*
  - b) *Development Application for a Material Change of Use (MCU), Carrying out Operational Work or Carrying out Building Work where it can be demonstrated that:*
    - (i) *The subject site is identified within the Don River Flood Plain Special Management Area on Overlay Map 04; and*
    - (ii) *The proposed development is:*
      - a. *Wholly contained within an existing building; or*
      - b. *Involves building work of less than or equal to 50m<sup>2</sup>; or*
      - c. *Involves a change in level of less than or equal to 0.5m of any part of the site; or*
      - d. *Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site.*
  - c) *Development Application for a Material Change of Use (MCU), Carrying out Operational Work or Carrying out Building Work where it can be demonstrated that:*
    - (i) *The subject site is identified within the Storm Surge Hazard Special Management Area on Overlay Map 05; and*
    - (iii) *The proposed development is:*
      - a. *Wholly contained within an existing building; or*
      - b. *Involves building work of less than or equal to 50m<sup>2</sup>; or*
      - c. *Involves a change in level of less than or equal to 0.5m of any part of the site; or*
      - d. *Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site;*
4. *That Council note the process for Development Applications that meet the specified requirements should be lodged to Council in the standard manner; however, provide a cover letter stating that a waiver of the application fee is sought in accordance with this resolution.*

*Council then will undertake a review of the Development Application and either:*

- i. Confirm the relevant fee waiver requirements have been met, compliance with the planning scheme has been achieved and issue a Decision Notice; or*
  - ii. Confirm that the relevant fee waiver requirements have not been met and that a full assessment is required. In this instance Applicants will be provided with a Not Properly Made Letter, requesting the relevant application be made; and*
- 5. That Council delegates to the Manager - Development Assessment to waive application fee in accordance with this resolution.*

## **REPORT**

Council at its meeting of 25 February, 2015 considered the waiver of particular development application fees for domestic scale developments on the basis of further studies and additional information in relation to the Don River Flood and Storm Surge data within the 2006 Bowen Shire Planning Scheme area.

Council has recently been receiving a number of development applications which are affected by the 2009 Whitsunday Shire Planning Scheme where the lots are either constructed above the annual exceedance probability (AEP) due to the establishment of a new development or areas are mapped as being inundated based on historical information which are high and dry and unaffected.

A high number of the development applications which have been received by Council for assessment are as a result of new developments being created which have undertaken the necessary operational works to raise the lot levels above the annual exceedance probability (AEP). The issue with these new lots is that Council's gazetted Planning Scheme mapping being the Natural Hazards Overlay Maps NHOM 3-4 does not remove these new developments from the trigger map therefore continuing to trigger assessable development under the Planning Scheme.

Furthermore, the draft Whitsunday Regional Planning Scheme provides for self-assessable provisions for those 'low risk' applications. The resolution undertaken by Council in February, provides for a fee waiver for these applications under the 2006 Bowen Shire Planning Scheme however, the same waiver has not been applied to the 2009 Whitsunday Shire Planning Scheme to provide the same benefits until the new Planning Scheme takes effect.

Based on the above, Council officers recommend that Council:

- a) waive the development application lodgement fee for the following type of development applications made assessable by the WPS:*
  - ii) Development Application for a Material Change of Use (MCU) or Carrying out Operational Work (OW) where it can be demonstrated that:*
    - (1) The subject site is identified within the Natural Hazards Overlay Maps NHOM 3-4; and*
    - (2) The proposed development is:*
      - (a) located on land which is above the 1% Annual Exceedance Probability (AEP) event; or*
      - (b) Wholly contained within an existing building; or*
      - (c) Involves building work of less than or equal to 50m<sup>2</sup>; or*
      - (d) Involves a change in level of less than or equal to 0.5m of any part of the site; or*

- (e) *Involves less than or equal to 50m<sup>3</sup> of material being imported to or removed from the site.*
- b) *note the process for Development Applications that meet the specified requirements should be lodged to Council in the standard manner; however, provide a cover letter stating that a waiver of the application fee is sought in accordance with this resolution.*
- Council then will undertake a review of the Development Application and either:*
- iii) *Confirm the relevant fee waiver requirements have been met, compliance with the planning scheme has been achieved and issue a Decision Notice; or*
- iv) *Confirm that the relevant fee waiver requirements have not been met and that a full assessment is required. In this instance Applicants will be provided with a Not Properly Made Letter, requesting the relevant application be made; and*
- c) *delegates to the Manager - Development Assessment to waive application fee in accordance with this resolution.*

The above resolution provides for consistency between the two Planning Schemes and also provides for greater alignment pending the commencement of the new Whitsunday Regional Planning Scheme.

#### **STATUTORY MATTERS**

*Sustainable Planning Act 2009*

#### **CORPORATE PLAN REFERENCE**

*Place*

***Objective: Our infrastructure supports our region's current and future needs.***

#### **OPERATIONAL PLAN REFERENCE**

*Place*

***Strategies***

- 1. Develop and maintain effective roads and drainage infrastructure, networks and facilities.***

#### **BUDGET REFERENCE**

N/A

#### **CONSULTATION**

Kellianne Wynne – Manager – Development Assessment (Author)

#### **ATTACHMENTS**

N/A



## 12.10 ABBOT POINT AND BOWEN LOCAL GOVERNMENT INFRASTRUCTURE STRATEGY

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### RECOMMENDATION

**That Council commence the procurement process for the development of an Abbot Point Local Government Infrastructure Strategy.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 9 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

In 2008 the Queensland Government declared 16,230 hectares of land adjacent to the Port of Abbot Point a State Development Area (SDA), with the primary function of facilitating large-scale industrial development commensurate with the expansion of operations in the Galilee Basin and the Port of Abbot Point.

In addition to the Abbot Point SDA the State Government has also proposed a 247,000km<sup>2</sup> Galilee Basin SDA that encompasses the various rail corridors proposed to connect the new mine developments, situated 200 kilometres to the west of both Moranbah and Emerald, to the Port of Abbot Point.

The current scale of operations at the Port of Abbot Point is set to expand significantly with a number of new export terminals planned to support major new mine developments in the Galilee Basin that intend to export large quantities of coal through the Port of Abbot Point via 500 kilometres of new rail infrastructure.

While the proposed major expansion of the Port of Abbot Point and the development of associated industry in and around the Abbot Point SDA represent a fantastic opportunity for the Whitsunday Region, it also presents significant challenges. If development of the scale proposed comes to fruition, the need for local government infrastructure solutions will become a pressing issue. Particularly challenging is the need to anticipate the scale and pace of development in the vicinity of Abbot Point SDA and understanding how best to service this in a flexible and efficient manner.

The need for local government infrastructure solutions, particularly water infrastructure, to service development around Abbot Point coincides with Council's identified need to address the shortcomings of the existing water supply at Bowen. At present Bowen Sewage Treatment Plant (STP) is processing flows in excess of its design capacity and as a result is unable to consistently meet the environmental discharge parameters. The lack of capacity at Bowen STP is a constraining factor in the development of the Bowen area and requires a solution in the near future, if Bowen is to accommodate the growth in population expected to accompany the expansion of the Port of Abbot Point. A possible solution for both Bowen and Abbot Point is the use of recycled water from the Bowen STP.

### REPORT

In the past, a number of investigations and options have been put forward to resolve the water supply issue for Bowen, some being the Federal Government projects such as, Urannah Dam and upgrades to the Burdekin Dam. The North Australian White Paper has placed both of these projects as long-term needs and will not address the immediate problem of water supply to Abbot Point or Bowen.

In preparation for expansion within the Abbot Point SDA, the State Government has previously undertaken several studies as to the provision of infrastructure, being the:

- Bowen and Abbot Point Industrial Land Concept Plan and Infrastructure Plan, Worley Parsons, 2007. This study aimed to provide an assessment of the land suitability of an area of land adjacent to the Port of Abbot Point for a range of medium and heavy industry and to define its infrastructure requirements; and
- Initial Advice Statement, Water for Bowen Project, Parsons Brinckerhoff Australia, 2006. Provides advice regarding the need, extent and identification of environmental issues regarding plans to re-examine the viability of establishing a new water supply scheme for the Bowen region, to bring water from the Burdekin River, down the coastal plain to Bowen.

Councils' Water and Sewerage Engineering Services prepared a preliminary report in October 2013, named the *Abbot Point Water Strategy*. This report produced a number of recommendations to improve the water situation at Bowen and Abbot Point.

Review of these documents, has demonstrated that detailed investigations are required regarding the provision of local government water infrastructure to service the greater Bowen area and expanding development within the Abbot Point SDA. In response, Council officers propose to undertake a strategy to address this issue and look at options for future water supply to achieve the growth assumptions indicated in the Urban Growth Study.

## REPORT

To respond to the aforementioned matters and complement current work being conducted on the draft planning scheme; Council needs to gain a better understanding of the opportunities and challenges that exist for the provision of local government water infrastructure in the Abbot Point and Bowen area. As such, the preparation of a water infrastructure strategy is considered essential for Council to be better prepared to work in partnership with the Department of State Development and the Office of the Coordinator General to facilitate unconstrained growth.

In an effort to achieve the best outcomes for Council and the State Government, the scope of works for the strategy will closely reflect the Australian Government's Guidelines – *Better Infrastructure Decision-Making*. The key to implementing a strategy with deliverable outcomes is to directly align the goals of the strategy with the goals of Council's Corporate Plan. To ensure this happens Council must know what problems we are solving; this being the provision of water for Abbot Point and Bowen (or lack thereof) to maintain unhindered growth in the residential, industrial and agricultural sectors.

The goals of the strategy are to investigate:

- the existing demands on water infrastructure in Bowen;
- the future demands on water in Abbot Point and Bowen;
- a region-wide variety of options for the provision of water in Abbot Point and Bowen, not limited to hard infrastructure alone;
- the economic and social risks to the community by continuing the status quo; and
- potential opportunities in sourcing finance for infrastructure capital expenditure, to ensure the financial sustainability of Council operations.

The overall goal of the strategy is to support “*the continued development of the Port of Abbot Point and the Abbot Point SDA*” in accordance with the Corporate Plan.

It is expected that the delivery of the above will allow Council to engage constructively and work in partnership with the State Government, industry and other interested parties when considering development in and around the Abbot Point and Bowen area. Most importantly, the Department of State Development has pledged their support for the strategy, by matching Council’s monetary contribution to the development of the strategy, up to the value of \$100,000 (attachment 1).

In conclusion, this report is seeking Council’s confirmation to commence the tender procurement process for the purpose of undertaking an Abbot Point and Bowen Water Infrastructure Strategy. As the current scale of operations at the Port of Abbot Point is set to experience significant expansion, this study is considered a critical deliverable in the provision and protection of Council’s infrastructure in the immediate future.

## **STATUTORY MATTERS**

N/A

## **CORPORATE PLAN REFERENCE**

*Place*

*Objective: Our infrastructure supports our region’s current and future needs.*

## **OPERATIONAL PLAN REFERENCE**

*Place*

*Strategies*

- 1. Develop and maintain effective roads and drainage infrastructure, networks and facilities.*
- 2. Develop and maintain effective water and waste water infrastructure, networks and facilities.*
- 3. Develop integrated asset management plans to effectively manage and maintain road, water and waste water infrastructure and ensure assets meet the demands of a growing population.*
- 4. Deliver effective customer focussed water services that protect the public health.*
- 5. Develop a planned approach to securing the Whitsunday Region’s water supply.*
- 6. Partner with Federal and State Governments to enhance the Whitsunday Region’s capacity for ongoing development and infrastructure maintenance.*

## **BUDGET REFERENCE**

4050.0360 - Strategic and Social Planning Expenses

The Queensland Department of State Development will also provide dollar for dollar funding up to the amount of \$100,000.

## **CONSULTATION**

Jamie Thorley – Executive Manager of Planning & Development (Author)  
Dan Staley – Director of Planning and Community Services  
Andrew McGregor – Executive Manager of Water & Sewerage

## **ATTACHMENTS**

Appendix 1 - Letter from Economic Development Queensland regarding funding

### RECOMMENDATION

**That Council commence the procurement process for the purpose of undertaking a Whitsunday Region Scenic Amenity Study.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

Whitsunday Regional Council (Council) is situated in the heart of tropical North Queensland with 23,000 square kilometres of distinct landscapes from sprawling cattle grasslands and coal fields in the west to fertile agricultural plains and rugged forested ranges in the east; providing the gateway to the Great Barrier Reef and 74 Whitsunday Islands.

This unique combination of bioregions, environmental diversity and scenic amenity plays an important role in defining our Whitsunday identity and must be preserved from the cumulative impacts of development.

The regions tourism sector and distinctive Whitsunday 'brand' attracts a wide range of national and international visitors each year and is a major contributor to the local economies of Airlie, Bowen and the Whitsunday Islands. The regions environmental values and scenic amenity form the basis of the local sector which also supports a wide range of tourism related businesses.

The visual character and views within the Whitsunday Regional Council area are important assets through their contribution to the quality of life enjoyed by residents and their attraction to visitors who contribute to the local economy. Recent projects and major project opportunities however are generating on-going pressure for Council to review and update its strategic planning and regulatory requirements, particularly in regards to the maintenance, protection and enhancement of the regions scenic amenity.

### REPORT

In response to the aforementioned matters and to complement the current work being undertaken on the new planning scheme Council needs to gain a better understanding of the location, extent and scarcity of key scenic amenity values within the region. Such a process will not only assist Council in identifying areas of high scenic value across our vast landscape but also allow Council to better maintain and protect such amenity; ensuring the continued enhancement of the our distinctive Whitsunday 'brand'.

It is anticipated that the outcome of this study will:

- 1.1.1 • Allow Council to gain an understanding as to the importance of the visual landscape to the regional community, and their preference for certain landscape features over others, such as scenery of open space compared to areas occupied by built structures;
- 1.1.2 • Identify for Council the locations within the Region where features of high scenic value are highly visible or accessible and most frequently viewed;

- 1.1.3 • Provide Council with region-wide scenic amenity mapping, highlighting areas of high, medium and low scenic value across the region; and
- 1.1.4 • Assist Council in the development of regulatory tools, to ensure that the scenic amenity values of the region are secured, protected and enhanced for current and future generations.

This report is seeking Councils confirmation to commence the tender procurement process for the purpose of undertaking a Whitsunday Region Scenic Amenity Study. As development pressure continues to increase across the region, this study is considered a critical deliverable in the protection and enhancement of the regions key scenic values.

## **STATUTORY MATTERS**

N/A

## **CORPORATE PLAN REFERENCE**

*Place*

***Objective: Our built environment is well planned, effectively managed and protects our region's heritage and character.***

## **OPERATIONAL PLAN REFERENCE**

*Place*

*Strategies*

- 1. Develop and implement an efficient, effective and accountable framework for managing the growth and development of the Whitsunday Region.***
- 2. Develop and implement strategies to preserve the unique character of our communities and heritage places.***

## **BUDGET REFERENCE**

4050 - Strategic and Social Planning Expenses

## **CONSULTATION**

Kathleen Urbahn - Strategic Planner (Author)  
Dan Staley – Director of Planning and Community Services  
Jamie Thorley – Executive Manager of Planning & Development

## **ATTACHMENTS**

N/A

## 12.12 DRAFT ENVIRONMENTAL IMPACT STATEMENT (EIS) FOR ABBOT POINT GROWTH GATEWAY PROJECT

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### RECOMMENDATION

That Council advise the Director – General of the Queensland Government Department of State Development that it has considered the Draft Environmental Impact Statement (EIS) for Abbot Point Growth Gateway Project and as part of its submission provides the following comments:

- a) ensure that the projects currently undertaken by Council in conjunction with the North Queensland Dry Tropics (NQDT), continue to occur to manage the impacts of pests and weeds on the Caley Valley Wetland. Furthermore, Council would also appreciate the coordination of these projects with the Abbot Point Growth Gateway Project;
- b) Ensure any hydrological influences that emanate from the project are managed on-site and do not affect the Caley Valley Wetlands. The wetlands have distinct areas of saline, brackish and freshwater zones and any impacts to these areas will severely affect the wetland values. Influences can include stormwater, dredging water, railway embankment influences, removal of barriers and the like;
- c) Ensure the impact of storm surge and flood, a management plan should ensure that environmental impacts are minimised in the event of inundation. In particular storm surge or flood should not be the cause of the release of contaminants into the wetland area or ocean; and
- d) Ensure a implementation of an emergency management plan for particular events, such as: spills; pollution; extraction throughput (i.e. ponds, dredging etc.); instance of disaster; and the like. The management plan should address all applicable emergency events and measures to minimise impact on any area of *national environmental significance*.

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September, 2015 by Council's Planning and Community Services Department.

### BACKGROUND

The North Queensland Bulk Ports proposed the dredging of 3 million cubic metres in December, 2011 at Abbot Point to facilities the development of the proposed three (3) new Terminals being Terminal O, Terminal 2 and Terminal 3. The proposed relocation of the dredge material was offshore into the Great Barrier Reef Marine Park. This action was assessed and approved under the *Environmental Protection and Biodiversity Conservation Act 1999* by the Federal Minister in December, 2013. This project did not proceed.

The former Department of State Development, Infrastructure and Planning (DSDIP) provided interested persons and organisations the opportunity to comment on two projects in 2014:

- Abbot Point Port and Wetland Project; and
- Abbot Point Dredging and Onshore Placement of Dredge Material Project.

The Council, as an interested organisation, was able to make comment on the two projects by close of business on 18 December 2014, pursuant to the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

This project involved the construction of dredged material management areas (ponds) within a beneficial refuse area covering part of the Caley Valley Wetlands and the placement of approximately 1.7 million cubic metres of dredged material into the ponds. The referrals associated with these applications were withdrawn in March, 2015.

The Honourable Anthony Lynham, Minister for State Development and Minister for Natural Resources and Mines released the Draft Environmental Impact Statement (EIS) for the Abbot Point Coal Port Project on 20 August, 2015 called for public comment by 5.00p.m on 18 September, 2015.

The current project proposes an alternative onshore placement location being situated wholly in existing disturbed industrial land which was intended to provide for the development of Terminal 2.

## **REPORT**

The current project is proposed to be located adjacent to the existing port area within the declared Abbot Point State Development Area. The project will involve the construction of embankments to create dredged material containment ponds, the capital dredging of the coal export Terminal 0 and the placement of the dredged material into ponds.

The proposed ponds will be constructed with existing materials on site with some importation of materials from approved nearby quarries within the State Development Area. These ponds will be designed to receive, settle and storage of dredged material.

The proposed location was chosen due to the close proximity to the dredging area and the existing port operations. The proposed containment ponds will be designed and constructed to reduce environmental risks associated with the placement and storage of large quantities of dredged material which is in close proximity to the Caley Valley Wetlands. The risks associated with this use and constructions have been reviewed and include considerations for embankment failure, erosion and overtopping. The dredge material is considered to contain potential acid sulfate soils which have the potential to generate acid if not neutralised. Due to this potential risk, a preliminary acid sulfate soils management plan has been prepared and outlines the proposed adaptive management strategy to be implemented to ensure there are no off-site impacts of acidity from the dredge material.

The proposed offshore component of the project involves the dredging of approximately 1.1 million cubic metres of seabed which will allow for ship berth pockets and apron to support the development of the future Terminal T0 facilities for coal export. The proposed dredging will be undertaken by using a cutter suction dredge and this method has been chose as it releases significantly lower qualities of sediment during the dredging and substantially lower sediment plume.

The dredging to land will involve a temporary pipeline to deliver the dredge material to land running from the dredging area to the dredged material pond and also include return water pipelines to allow the seawater to be returned off shore. The temporary infrastructure will be removed upon completion of the dredging and dewatering of the ponds. The return water pipeline will return the seawater to a shallow sub-tidal location near the Abbot Point headland.

The dredging, settling, dewatering will progressively fill the ponds and then this will potentially allow for beneficially reused as general fill for future development of the area.



The project has been planned as a staged construction to allow for the necessary infrastructure to be installed in appropriate pieces. The proposed stages are:

- Pre-construction activities;
- Construction of dredged material containment ponds, including contractor mobilisation and demobilisation – 3-6 months timeframe’
- Dredging operations, including pipeline installation and dredging contractor mobilisation and demobilisation – 4-5 month timeframe;
- Decommissioning of the dredged material containment ponds;

The capital dredging will commence as soon as practical post completion of the dredged material containment ponds. Dredging of the dredged material placement will be completed in one single program over approximately 5-13 weeks, after which time the dewatering and consolidation of placement dredged material will occur over time.

The proposed Abbot Point Growth Gateway Project will align with the objectives of the proposed *Sustainable Ports Development Bill 2015* and the *Reef 2050 Long-Term Sustainability Plan* and is considered to have the least amount of impact on the matters of national environmental significance compared to the alternative projects which have been proposed over time.

This project is critical to allow for the anticipated economic benefits from the Adani Abbot Point Terminal 0 project to be realised. The project will allow for the economic benefit includes and the important economic Local and State economies being realised. The potential benefits are the creation of important number of jobs to the Whitsunday Region.

The Draft Environmental Impact Statement included a number of reports from operational to environmental to address any potential impacts from the dredge and disposal on land.

Council officers have undertaken an assessment and from a Local Government perspective it is important for Council in conjunction with North Queensland Dry Tropics (NQDT), continue to undertake projects to manage the impacts of pests and weeds on the Caley Valley Wetland. Furthermore, Council would also appreciate the coordination of these projects with the Abbot Point Growth Gateway Project.

Furthermore, it is considered that the proposal should ensure that:

- any hydrological influences that emanate from the project are managed on-site and do not affect the Caley Valley Wetlands. The wetlands have distinct areas of saline, brackish and freshwater zones and any impacts to these areas will severely affect the wetland values. Influences can include stormwater, dredging water, railway embankment influences, removal of barriers and the like; and
- the impact of storm surge and flood, a management plan should ensure that environmental impacts are minimised in the event of inundation. In particular storm surge or flood should not be the cause of the release of contaminants into the wetland area or ocean; and
- a implementation of an emergency management plan for particular events, such as: spills; pollution; extraction throughput (i.e. ponds, dredging etc.); instance of disaster; and the like. The management plan should address all applicable emergency events and measures to minimise impact on any area of national environmental significance.

## **STATUTORY MATTERS**

*Environmental Protection and Biodiversity Conservation Act 1999*

## **CORPORATE PLAN REFERENCE**

*Place*

*Objective: Our natural environment is valued and sustainable.*

## **OPERATIONAL PLAN REFERENCE**

*Place*

*Strategies*

- 1. Develop and implement policies and strategies that protect and enhance the Whitsunday Region's natural environment.*
- 2. Develop water and waste services and systems that ensure the integrity of the Whitsunday Region's natural environment.*
- 3. Support and facilitate a variety of community awareness initiatives and programs that promote the Whitsunday Region's natural environment.*
- 4. Partner with landholders to mitigate the effects of pests on the Whitsunday Region's natural environment.*
- 5. Promote the conservation of environmental assets including the Great Barrier Reef, beaches and wetlands.*

## **BUDGET REFERENCE**

N/A

## **CONSULTATION**

Kellianne Wynne – Manager – Development Assessment (Author)

Julie Wright – Manager – Health and Environment

## **ATTACHMENTS**

Attachment 1 – Locality Plan

Attachment 2 – Proposal Plans

## 12.13 SAFE NIGHT PRECINCT SIGNS

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### RECOMMENDATION

That Council advise the Safe Night Out Committee that it has no objection to the following locations to install signage in relation to the Safe Night precinct Airlie Beach:

- a) Along Shute Harbour Road - Cannonvale and Jubilee Pocket in conjunction with approval from Department of Transport and Main Roads;
  - b) Transit Facility (Port of Airlie) - final location to be approved by Chief Executive Officer; and
  - c) Walkway Entrance to Esplanade Parkland Airlie Main Street - Airlie Beach - final location to be approved by the Chief Executive Officer.
- 

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

The Safe Night Strategy is an initiative of the Queensland Government to restore responsible behaviour and respect, stamp out alcohol and drug related violence and ensure Queensland's nightlife is safe for all.

Fourteen Safe Night Precincts (SNP) are proposed for key entertainment precincts across Queensland.

The proposed SNP's are listed below:-

- Cairns CBD
- Townsville CBD
- Airlie Beach CBD
- Mackay CBD
- Rockhampton CBD
- Gladstone CBD
- Bundaberg CBD
- Sunshine Coast CBD
- Toowoomba CBD
- Ipswich CBD
- Gold Coast – Broadbeach CBD & Surfers Paradise CBD
- Brisbane – Caxton Street CBD & Fortitude Valley.

The Safe Night Out Strategy is a comprehensive action plan based on extensive community consultation to ensure the following:-

- Change the culture by raising awareness of clear standards of behaviour for patrons, Police and licensees, and educate young Queenslanders (grades 7-12) to promote responsible behaviour.
- Change the law by increasing Police powers, liquor licensing requirements and introduce penalties and compulsory counselling to make it clear bad behaviour won't be tolerated.

- Change the environment by providing safe and supportive places through safe Night Precincts, 'sober safe' centres and rest & recovery areas (Chill Out Zones). Safe Night Precinct Local Boards manage and plan for the precinct to address community safety issues including transport, lighting, public facilities and CCTV.

The Safe Night Precinct Local Board is required to be an Incorporated Association consisting of the following eligible members:-

- All Liquor Licensees within the precinct area (Compulsory).
- Other businesses within the precinct area.
- Organisations within the Region.
- Representatives for Businesses (Chamber of Commerce).
- People providing Community Services.

A Public Safety Consultative Committee is required to be established to provide advice and assistance to the Safe Night Precinct Local Board.

Membership for the Consultative Committee may include any one or more of the following:-

- A Police officer or other employee of the police service nominated by the Police Commissioner.
- An employee of the Office of Liquor and Gaming Regulation.
- An employee of the department that administers the *Transport Operations (Passenger Transport) Act 1994* nominated by the chief executive of that department.
- **An employee of the local government of the local government area in which the precinct is located nominated by the chief executive officer of that local government.**
- A representative of a community organisation that provides relevant services in the precinct.

The Consultative Committee may also include representatives from Queensland Fire & Rescue Services, Queensland Ambulance Service and Rest & Recovery Providers.

## REPORT

The Safe Night Airlie Beach CBD Precinct Inc. Secretary recently submitted a funding application for signage and information dispersal in relation to the safe night precinct. The intent is to ensure visitors are aware Airlie Beach is a Safe Night Precinct and the expectation and behaviour required within the precinct noting there maybe consequences to anti-social behaviour, responsible consumption of alcohol etc.

The funding application proposed the following:

- 1) Install road side signage along Shute Harbour Road in both Cannonvale and Jubilee Pocket displaying wording along the lines of - You **are now entering a Safe Night Precinct – Have a fun but respectful and safe time** – along with the precincts logo.
- 2) Signage to be installed at the Transit Facility (Port of Airlie) displaying a map of Airlie Beach Township noting various facilities and key information in regards to the precinct.
- 3) Signage to be installed along Airlie Main Street displaying a map of Airlie Beach Township noting various facilities and key information in regards to the precinct. (It has been requested by the Safe Night Airlie Beach CBD Precinct Inc. Secretary the availability of the Council sign advertising the Airlie Main Street Upgrade – entrance to Airlie Esplanade Parkland).
- 4) Flyer boxes containing printed pamphlets with information regarding the Safe Night Precinct located at Backpacker Accommodation properties.

However the Safe Night Precinct Assessment Committee of the Office of Liquor and Gaming Regulation have requested further information in regards to the funding application including:

- *Has Council approved the position of proposed signage on roads? If so can you please provide a copy of the advice? It may be useful to discuss any of the signage approvals with members of the PSCC (Public Safety Consultative Committee).*

Therefore the Safe Night Airlie Beach CBD Precinct Inc. Secretary has emailed Whitsunday Regional Council requesting support pertaining to the signage project to enable the funding application to be further considered.

It is noted that whilst Council may support the proposed location of the Precinct Entrance signs the area identified is on a State Controlled Road and therefore the Board has requested approval from the Department of Transport and Main Roads to install each of the two signs along Shute Harbour Road – Cannonvale & Jubilee Pocket.

## **STATUTORY MATTERS**

Part 6AB – *Liquor Act 1992* – Safe Night Precincts.

## **CORPORATE PLAN REFERENCE**

### ***Governance and Leadership***

***Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.***

## **OPERATIONAL PLAN REFERENCE**

### ***Governance and Leadership***

#### ***Strategies***

1. ***Build and maintain strong, collaborative and cooperative relationships across all levels of government, business, industry and the community.***
2. ***Identify opportunities for alignment between Council's interests and objectives with those of Federal and State Governments.***
4. ***Advocate Council's interests and objectives to government, business, industry and the community.***

## **BUDGET REFERENCE**

N/A

## **CONSULTATION**

Julie Wright – Manager of Health & Environment (Author)  
Dan Staley – Director of Planning and Community Services  
Amanda Boorman – Terminals Manager – Commercial Operations  
Scott Waters – Chief Executive Officer

## **ATTACHMENTS**

Appendix Item 1 – Airlie Beach Safe Night Precinct – Proposed Locations of signs

## 12.14 SAFE NIGHT PRECINCT AIRLIE BEACH – OPPOSING 1AM LOCKOUTS

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### RECOMMENDATION

That Council authorise the Chief Executive Officer to write to the Queensland Attorney-General and Minister for Justice to advise that Council does not support:

- a) the cessation of serving alcohol at pubs and clubs after 3am;
  - b) the introduction of a 1am lock-out at pubs and clubs; and
  - c) the cessation of serving high alcohol-content drinks after midnight.
- 

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

Currently, a 3am lockout applies to all late-trading licensed premises across Queensland. This lockout is in place to protect patrons, the community and hospitality workers from alcohol-related harm in and around licensed venues.

The 3am lockout in Queensland allows liquor licensees (that have late-trading approval) to continue trading past 3am and does not allow the entry or re-entry of patrons after 3am. The following people can enter or re-enter licensed premises after 3am:

- employees of licensed premises
- Office of Liquor and Gaming Regulation investigators
- police and emergency personnel who are performing their official duties.

BYO restaurants, casinos, residential accommodation sections of licensed premises and airport terminals are exempt from the 3am lockout.

The Commissioner for Liquor and Gaming can impose earlier lockouts through licence conditions, particularly for premises that do not trade past 3am.

Failure to comply with the state-wide 3am lockout could result in penalties more than \$11,000 for licensees or permit holders.

### REPORT

The Queensland Government are proposing to:

- stop pubs and clubs serving alcohol after 3am;
- introduce a 1am lock-out;
- ban the service of high alcohol-content drinks after midnight. This includes any drink that results in the rapid consumption of alcohol, such as shots.

Changes to liquor licencing are proposed to be supported by intelligence-led policing, increased liquor licensing inspections and education and awareness campaigns.

Airlie Beach is a tourism-dependent economy based on the accommodation and food services sector. The accommodation and food services sector, including pubs and bars, will be the sector most affected by the proposed liquor licence laws. Within the Airlie Beach

area, the accommodation and food services sector is the largest employer with more than 750 persons employed in the sector, being more than 24% of employment in the area.

The proposed liquor licencing laws will reduce revenue to existing licenced premises but more notably the household incomes for a portion of the persons employed in the accommodation and food services sector.

Due to the late return time from daily reef trips, the daily trading period for food services within the Airlie Beach area is already reduced if compared to the daily trading period of Queensland. The further reduction of the daily trading period by the proposed liquor licencing laws will significantly impact on the ability of the market to support the employment and businesses within Airlie Beach's food services. The sector's likely response is not an incremental reduction in employee numbers but rather a reduction in business numbers which consequently results in a significant threshold reduction in employee numbers due to the closure of businesses.

Whilst it is acknowledged that alcohol-related behaviours may potentially result in health and safety, and amenity, Council is not in receipt of complaints-based on alcohol-related behaviours. Through the long-term collaborative efforts of the Queensland Government, Council, local licensees and various stakeholders, the potential impacts of alcohol-related behaviours are mitigated.

## **STATUTORY MATTERS**

N/A

## **CORPORATE PLAN REFERENCE**

### ***Governance and Leadership***

***Objective: Our leadership partners with government, industry, business and community to deliver positive outcomes.***

## **OPERATIONAL PLAN REFERENCE**

### ***Governance and Leadership***

#### ***Strategies***

- 1. Build and maintain strong, collaborative and cooperative relationships across all levels of government, business, industry and the community.***
- 2. Identify opportunities for alignment between Council's interests and objectives with those of Federal and State Governments.***
- 4. Advocate Council's interests and objectives to government, business, industry and the community.***

## **BUDGET REFERENCE**

N/A



## **CONSULTATION**

Dan Staley – Director of Planning and Community Services  
Ken McLoughlin – Chief Operating Officer

## **ATTACHMENTS**

N/A

## 12.15 BLACKCURRANT ISLAND BOAT RAMP PROPOSAL

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### RECOMMENDATION

**That Council engage with the State Government to acquire formal advice regarding their position on the Blackcurrant Island Boat Ramp Project Proposal.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Planning and Community Services Department.

### BACKGROUND

From 2009 to 2011, Council undertook an exercise to determine a suitable site for a boat ramp, including consultation with Queensland Transport and the Environmental Protection Agency. Sites included land near Montes and Cape Gloucester Resort. A response in relation to this proposed locations was received from the Northern Fisheries indicating none of the proposed sites were suitable however, there was an area approximately 150 metres away from Gloucester Eco Resort which would be supported by Fisheries Queensland and Department of Natural Resources and Mines. There was no further action regarding a proposed boat ramp facility at that time.

A report was presented to Council's meeting of 28 January, 2015 to ascertain Council's direction in relation to an all tide boat ramp facility in the Gloucester area and whether Council continues to support the suitable location chosen in 2010/2011. Council at its meeting of 28 January, 2015 resolved *that this item be tabled pending an onsite meeting with all Councillors, Mr Hardy, Department Representatives and interested community members.*

Mr Hardy attended a meeting with Council on 4 March, 2015 wherein Mr Hardy made a presentation to Council in relation to the proposed boat ramp facility at Blackcurrant Island. Following the presentation, Councillors and Council Officers, accompanied by Mr Hardy, undertook a site inspection to gain a greater appreciation of the proposal.

### REPORT

The Department of Transport and Main Roads (TMR), as a result of its state wide Recreational Boating Facilities Demand Forecasting Study undertaken in 2011, identified Cape Gloucester as a locality for a new or enhanced boating facility. This study followed extensive consultation with Council and the community.

On 6 July 2015, Council received correspondence from TMR in relation to a tentative allocation of funds for a project in 2017/2018 with design and approvals occurring in 2016/2017. TMR will be responsible for the in water components and Council would be responsible for the on land components of any boat ramp funding project and Council to assume ownership of the facility once complete.

TMR is seeking a response from Council by the end of September 2015 as to whether it confirms its previous support for a new boat ramp on the western side of Cape Gloucester or if one of the other options is supported. Council is also requested to confirm timing for construction, as the land side components will require construction at the same time. As Council is committed to further investigations regarding a boat ramp at Blackcurrant Island, it is prudent that Council officially request TMR and other State Government bodies to allow Council more time to investigate all proposed options for a boat ramp in the Cape Gloucester

area as well as provide Council with formal advice regarding their position on any such proposal.

Mr Hardy was invited to, and attended, a Council Briefing Session on 1 September 2015. Mr Hardy made a presentation to Councillors and the Federal Member for Dawson, Mr George Christensen (via teleconference) identifying the Blackcurrant Island Boat Ramp Proposal as the most suitable in the area and asking Council to support the proposal.

## **STATUTORY MATTERS**

Sustainable Planning Act 2009  
Land Act 1994

## **CORPORATE PLAN REFERENCE**

### ***Place***

***Objective: Our infrastructure supports our region's current and future needs.***

## **OPERATIONAL PLAN REFERENCE**

### ***Place***

### ***Strategies***

- 1. Develop and maintain effective roads and drainage infrastructure, networks and facilities.***
- 
- 3. Develop integrated asset management plans to effectively manage and maintain road, water and waste water infrastructure and ensure assets meet the demands of a growing population.***
- 
- 
- 6. Partner with Federal and State Governments to enhance the Whitsunday Region's capacity for ongoing development and infrastructure maintenance.***

## **BUDGET REFERENCE**

WO – 4127

## **CONSULTATION**

Rod Cousins - Regional Sports & Recreation Officer (Author)  
Ken McLoughlin – Chief Operating Officer  
Dan Staley – Director of Planning and Community Services

## **ATTACHMENTS**

N/A

## 12.16 COMMUNITY ASSISTANCE – MINOR EVENT GRANT – RUN THE GREAT WHITSUNDAY TRAIL – 20 SEPTEMBER 2015

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### RECOMMENDATION

That Council provides a total amount of \$2500.00 as a Minor Events Grant to the Whitsunday Running Club Inc. for the Run the Great Whitsunday Trail event on Sunday 20 September 2015 as an out of round application for funding received under Council's Community Assistance Grants (CAG) Program.

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September, 2015 by Council's Planning and Community Services Department.

### BACKGROUND

The Whitsunday Runners Club Inc. is a not for profit club which was formed in 2012 with the purpose of bringing local runners together to improve, support, encourage and motivate each other in both recreational and competitive running, with active volunteers within their group by assisting the Whitsunday Region to be active and engaging via the community running events provided by the club.

### REPORT

Council is in receipt of a letter dated 30 March 2015 from Wendy Downes, Event Manager - Whitsunday Runners Club Inc.(attached), which is hosting the Run the Great Whitsunday Trail on Sunday 20 September 2015, this event attracts approximately 200 competitors and supporters and will be held on the Conway Circuit– Conway National Park to Airlie Beach Lagoon.

### COMMENTS

The aim of this event is to increase the competitor number to the maximum of 200 and hopefully extend that number further in future years. The club's other aim is to attract competitors and their families from around Australia and overseas and are also promoting the event accordingly.

The Whitsunday Running Club Inc. has submitted an out-of-round application for a Minor Events Grant funding of \$2500.00 under Council's 2015/16 Community Assistance Grant Program, and has attached all the necessary support material to undertake the event, however, due to the nature of the project and given the benefits to the broader community, it has been assessed as appropriate to consider out-of-round.

### STATUTORY MATTERS

Local Government Facilities and Areas Local Law 2014

### CORPORATE PLAN REFERENCE

#### *People*

***Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.***

## **OPERATIONAL PLAN REFERENCE**

### ***People***

### ***Strategies***

- 6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.***

## **BUDGET REFERENCE**

Planning & Community Services – Community & Social Development Expenses – Grants/Donations Paid

## **CONSULTATION**

Jacqueline Neave - Arts & Culture Officer (Author)  
Dan Staley - Director of Planning and Community Services

## **ATTACHMENTS**

Appendix Item 1 - Letter dated 30 March 2015 received from Wendy Downes, Event Manager - Whitsunday Running Club.

### 13. Engineering Services

#### 13.1 REVISED TRADEWASTE POLICY AND ENVIRONMENTAL PLAN

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#### RECOMMENDATION

That Council:

- a) Adopt the revised Trade Waste Policy;
  - b) Adopt the new Trade Waste Environmental Management Plan;
  - c) Adopt the new Trade Waste charging regime and amended fees and charges associated with the new plan for new customers at a future meeting of Council;
  - d) Adopt the implementation plan for existing customers to transition to the new charges over the period from September 2015 to July 2017;
  - e) Endorse the appointment of a casual staff member to undertake the categorisation testing;
  - f) Endorse the expansion of the Council Laboratory to enable it to expand its services to undertake categorisation testing in accordance with 2015-2016 budgeted item; and
  - g) Endorse the undertaking of a public communication plan to advise all affected businesses of the new plan.
- 

The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Engineering Services Department.

#### BACKGROUND

Historically WRC has had a single Trade Waste Policy document that combined some policy statements, reference to relevant acts and other guidance on installations categorisation and charges regarding trade waste.

Based on current Industry standards it is considered that the existing documentation was vague and lacked integrity.

What has now been prepared are two documents, a Trade Waste Policy and a Trade Waste Environmental Management Plan.

The proposed documents are in line with other Councils throughout Queensland and closely aligned with those of Mackay Regional Council.

The key differences between the previous documents and the proposed documents are highlighted in the attached memos.

#### Current trade waste make up

Currently the trade waste area has one staff member and receives support from the Water and Waste group administration staff.

Trade waste currently has 260 customers.

Trade waste customers are industries or commercial activities that produce waste discharged into the sewerage system as part of their business activity which if uncontrolled could have adverse effects on the sewerage collection and treatment systems.

This can lead to high maintenance costs, non-compliant discharges that can kill the bacteria in a sewerage treatment plant making it inoperable adversely affecting the environment and the Council being fined for noncompliance with the strict licence conditions that apply to Sewage Treatment Plants today.

Oils, grease and hydro carbons can cause permanent damage to membranes used in the new Sewerage Treatment Plants and present a risk of explosion in the pipe networks.

It is the volume and strength of this waste that typically categorises a business as either a:

Category 1, 2, or 3

Currently WRC only recognises one Category 3 business and one Category 2 business the rest are category 1.

## **REPORT**

Proposed Key changes:

### Categorisation and charging

To date the existing management plan while enabling volume and strength to be included in charges this has not been fully implemented in that the businesses have not been categorised based on volume and strength.

What this means is that there are a number of larger fast food outlets, laundries and restaurants that are not categorised and charged appropriately.

With the new plan it is proposed to undertake assessments of medium to high risk businesses to ensure they are categorised appropriately.

It is estimated that there are some 190 existing businesses that we would sample to determine their appropriate category.

A point to remember is that the strength of the waste can be affected by the efficiency of the treatment device and in many cases grease traps are under sized.

The effect of this will be that an initial one off sampling charge will need to be passed on to new businesses and those existing businesses chosen to undertake the testing to confirm their category, this is estimated to be \$221 per sample round for lab and courier fees plus Council officers time estimated to be 0.5 hrs per sample at \$90/hr or \$45. A total of \$304 per sample or \$608 for the 2.

Any future testing would be the responsibility of the business.

It is proposed that these charges would become part of the application fee for **new** businesses.

For existing businesses it is proposed that no charge will be made rather the Council will enable its own Laboratory to expand and undertake these initial categorisation tests as part of this establishment.

### Proposed reduction of minimum flow exemption and volume based charging

Currently WRC allow for volumes up to 200 KL per year to be exempt flow based charging. It is proposed to raise this to 312 KL per year, a figure that represents the typical peak load that can be handled by a 1000 litre grease trap. What this then recognises is that if the grease trap is appropriately sized and maintained no additional flow charges will apply.

#### New Minimum Category

For businesses that produce less than 312 KL of trade waste per year these will be classed as low risk customers and a new annual fee will be introduced to reflect this category.

The fee proposed is \$120 for new applications and \$100 annually from there on.

#### Remaining customers

All other customers utilising greater than 312 KL per day will be subject to volume charges.

This will mean all trade waste customer charges will increase based on the volume of water used in their business. This will mean increases ranging from \$100 – 200 per year for a low water use business to an example laundry whose charges will increase by \$2000 per year.

#### Enforcement of grease trap clean outs

Grease trap maintenance is a condition of the individual business licence which the business owner is required to carry out under the prescribed regime.

WRC relies on the business owner to engage a registered contractor to undertake this work and report to WRC when that the maintenance has been undertaken.

This area is difficult to enforce currently and there is no easy solution. The owners of the business are responsible this however tough economic times are a common excuse.

#### Grease trap sizing

Currently existing grease traps can be as small as 500 litres. As this size has been determined to be ineffective in many cases the industry standard has moved to a minimum size of 1000 litres. This is proposed for adoption in the new plan.

#### Charges summary

| WRC                                   | Current \$ | Proposed \$                           |  |
|---------------------------------------|------------|---------------------------------------|--|
| New application with pre treatment    | 117.50     | 750.00                                |  |
| New application without pre treatment | 117.50     | 120.00                                |  |
|                                       |            |                                       |  |
| Category 1 renewal                    | 236.00     | 241.00                                |  |
| Category 1 without pre treatment      |            | 100.00                                |  |
| Category 2 renewal                    | 304.00     | 310.00 owner carries out own sampling |  |
| Category 3                            | 416.00     | 424.00 owner carries out sampling     |  |



|                   |          |           |  |
|-------------------|----------|-----------|--|
|                   |          |           |  |
| Volumetric charge | 1.05/ KL | 1.05 / KL |  |

### Implementation plan

- Adoption of new plan from 09 September 2015
- Introduction of new fees and charges applying to new customers from 1 October 2015
- Initiate a Communication Plan September 2015
- Annual fee to remain being charged in February each year
- Volumetric charges to be levied twice yearly following the water meter reading
- For existing customers not currently categorised transition onto the new fees and charges over a two year period.
  - Issue dummy bill July 2016
  - Apply 50% of the volumetric charge in January 2017 account
  - Apply 100% of the volumetric charge July 2017 account.
- Categorisation sampling existing businesses October 2015 – March 2016 (requires staff member for 5 months and budget of \$115,000, included in Sewerage Capital budget.)

### **STATUTORY MATTERS**

Councils are required to have trade waste management in place.

### **CORPORATE PLAN REFERENCE**

#### ***Governance and Leadership***

***Objective: Our organisation is innovative, efficient and financially sustainable.***

### **OPERATIONAL PLAN REFERENCE**

#### ***Governance and Leadership***

#### ***Strategies***

- 1. Ensure Council's financial position is effectively managed and sustainable.***
- 2. Drive a positive, proactive and responsive customer service culture across the organisation.***
- 3. Develop and implement business improvement systems and long term asset management plans that support innovation and sustainability of service delivery.***
- 4. Improve methods of service delivery to the community.***

**5. *Implement procurement initiatives to support and promote the local business sector.***

**6. *Maximise commercial benefits to Council's business units and assets.***

**BUDGET REFERENCE**

Appropriate allowances have been included in the 2015 2016 capital Budget

**CONSULTATION**

Andrew McGregor – Executive Manager of Water & Sewerage (Author)

Ray Smith – Trade Waste Officer

**ATTACHMENTS**

Appendix Item 1 – Trade Waste Policy

Appendix Item 2 – Fees and Charges

Appendix Item 3 – Trade Waste Environmental Management Plan July 2015

## 13.2 NOMINATION OF COLLINSVILLE AS AN RV FRIENDLY TOWN

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### RECOMMENDATION

**That Council apply to the Caravan and Motorhomes Club of Australia to nominate Collinsville as an RV friendly town.**

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The following report has been submitted for inclusion in Council's Ordinary Meeting to be held on 09 September 2015 by Council's Engineering Services Department.

### BACKGROUND

The RV friendly town scheme is coordinated by the Caravan and Motorhomes Club of Australia (CMCA). The CMCA is the peak body for people with caravans and motor homes. Essentially the CMCA is the primary lobby organisation for people with RV's. The term RV stands for Recreational Vehicle and includes caravans, motor homes and 4wds. According to the CMCA, "the growth of the RV industry will increase rapidly over the next few years as the Baby Boomer generation commences retirement travel, with this segment identified as a major growth market with a preference for drive holidays".

The purpose of the RV friendly town (RVFT) scheme is to ensure towns and destinations have appropriate facilities for caravan and motor home users. To become an RV friendly town or destination involves an application process. There are over 180 towns across the country now participating in the RVFT scheme. The main motivations behind the CMCA and the RV friendly towns scheme is to save RV owners money and ensure destinations have appropriate facilities. According to the CMCA the benefits of being an RV friendly destination are:

- RV tourists spend an average of \$500 per week when on the road.
- When visiting towns, on average their major purchases include \$235 on motoring needs including fuel and vehicle maintenance, \$160 on living expenses such as groceries and medical expenses, and \$51 on accommodation costs (calculated per week).
- 97% make purchases when stopping in a town.
- If they are staying and touring within a region, they are more likely to make purchases on the second, fourth and seventh nights, with the likelihood of purchases increasing if they stay for more than one week.
- Their estimated spend per vehicle per year, based on an average of 163 days travel, is approximately \$10,700 - \$11,500 or \$66 to \$74 per day.
- International and domestic RV tourists spend more money and stay more nights in regional Australia compared to visitors from other tourism segments.

The CMCA has approached the Council to gauge its interest in nominating towns to become RV friendly towns.

### REPORT

There are 20 caravan parks in the Whitsunday Regional Council area. Council owns two caravan parks, one in Proserpine (Proserpine Tourist Park) and one in Bowen (Wangaratta Caravan Park). There may be benefits to caravan parks through increased patronage, however, caravan parks may be asked to provide discounts to CMCA members.

The CMCA state that a town must satisfy the essential and desirable RV friendly criteria. The local Council must apply to the CMCA to become registered as an RV friendly town. Alternatively destinations can become RV friendly. The local Council or destination manager can apply to the CMCA to be considered an RV Friendly destination. The town of Collinsville has been assessed against the CMCA RVFT criteria which are shown in Table 1.

Table 1: The town of Collinsville and how it meets the RVFT criteria

| CRITERIA                                                                                                                                      | MEETS CRITERIA | COMMENTS                                                                                                                                          | ESTIMATED COST TO SATISFY |
|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| <b>Essential</b>                                                                                                                              |                |                                                                                                                                                   |                           |
| Provision of appropriate parking within the town centre, including access to a general shopping area with groceries or fresh produce          | ✓              | Parking can be difficult in town for a car and caravan but likely to qualify                                                                      | -                         |
| Provision of short term (24/48 hour) parking for self-contained vehicles, no more than 5km from the post office or agency                     | ✓              | Caravan park in town but may be used for mining people<br><br>According to the CMHA the 24/48 hours does not need to be free, but should be cheap |                           |
| Access to potable water                                                                                                                       | ✓              | At caravan parks and public parks                                                                                                                 | -                         |
| Access to a free dump point within the town precinct                                                                                          | ✓              | Yes at the showgrounds                                                                                                                            |                           |
| <b>Desirable</b>                                                                                                                              |                |                                                                                                                                                   |                           |
| Provision of long term parking for self-contained vehicles                                                                                    | ✓              | There are areas within the Collinsville CBD where RVs can park all day but cannot stay overnight                                                  | -                         |
| Access to medical facilities or an applicable evacuation plan                                                                                 | ✓              | Hospital and medical centres in town                                                                                                              | -                         |
| Access to a pharmacy or a procedure to obtain pharmaceutical products                                                                         | ✓              |                                                                                                                                                   |                           |
| Visitor Information Centre (VIC) with appropriate parking facilities within a reasonable distance                                             | ✓              | Community hub has some information centre is open between 10am and 2pm (Monday to Friday)                                                         |                           |
| VIC to provide a town map showing essential facilities such as hospital, medical services, fuel, shopping area, dump point, fresh water, etc. | ✓              |                                                                                                                                                   |                           |
| RV Friendly Town™ signs to be erected within the town precinct                                                                                | ✗              | If the town is successful then it would erect signs                                                                                               | \$5-10,000                |

Some of the main issues surrounding the RVFT status are the economic costs and benefits. The CMCA promote some of the alleged economic benefits from their research. The economic costs associated with the RVFT status are less clear, that is, impacts on local businesses through offering discounts to CMCA members, and increased demands for improved town infrastructure.

Council could apply for RVFT status for each of the four main towns or select one as a trial such as Collinsville and use this experience to inform future decisions. The RVFT status may not suit all towns.

## **STATUTORY MATTERS**

There are no legislative requirements associated with the resolution

## **CORPORATE PLAN REFERENCE**

### ***People***

***Objective: Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.***

## **OPERATIONAL PLAN REFERENCE**

### ***People***

### ***Strategies***

- 1. Effectively maintain public spaces and ensure they are accessible to people of all ages and abilities.***
- 3. Develop a balanced system of funding local sport and recreation facilities.***
- 4. Facilitate affordable living initiatives.***
- 6. Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.***

## **BUDGET REFERENCE**

To lodge the application costs = \$0

Council will receive two free RV friendly signs.

Council may choose to install additional tourist information signage – \$5,000 to \$10,000

## **CONSULTATION**

Scott Hardy – Manager of Parks and Gardens (Author)

Hennie van der Schyff – Executive Manager of Roads and Drainage

Ken McLoughlin – Chief Operating Officer

Karl Murdoch – Area Manager – Collinsville Area of Operations

## **ATTACHMENTS**

Appendix Item 1 – RV Friendly Town Assessment Form