



**The Whitsunday Regional Council
Planning Scheme 2017
Administrative and Planning
Scheme Policy Development Manual
amendment**

Submission Analysis Report

October 2018

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Title	Version No.	Date	Author	Reviewer	Approved by
Draft Report	1	29 October 2018	Jonathan Cutting	Neil McGaffin	
Final Report					

1. Introduction

The Submission Analysis Report (SAR) identifies issues raised as a result of recent public consultation on the Whitsunday Planning Scheme 2017 Administrative and Planning Scheme Policy Development Manual amendment, which occurred from 2 October to 29 October 2018.

The objectives of the SAR are to:

- consider every properly made submission about the proposed Administrative and Planning Scheme Policy Development Manual amendment;
- identify changes to the proposed Administrative and Planning Scheme Policy Development Manual amendment as a result of public submissions;
- provide a framework to respond to submissions; and
- determine whether or not the proposed Administrative and Planning Scheme Policy Development Manual amendment is significantly different from the version that was displayed during public consultation.

2. Background

On 12 September 2018 Council resolved to make Administrative and Planning Scheme Policy Amendments and commence Public Consultation at the nearest practicable date.

The Planning Scheme Administrative and Planning Scheme Policy Development Manual amendment were developed and consulted in accordance with, the requirements of the *Planning Act 2016 (PA) and Ministers Guidelines and Rules 2017 (MGR)*.

During the 20 business day consultation period, Council completed the following activities to ensure a high level of community involvement and awareness:

- production and distribution of newspaper advertisements and social media postings, refer to **Appendix A**;
- display of public notices within each Council office;
- digital copies of the proposed Administrative and Planning Scheme Policy Development Manual amendment were available for inspection and purchase in each Council office; and
- utilisation of Council's Yoursay.Whitsunday website for online submissions and the display of Planning Scheme Administrative and Development manual amendments and consultation material.

3. Submission Summary

During the public consultation period, 2 submissions were received. Submission 1 was regarding Council contributing costs to dredging the Whitsunday Sailing Club boat harbour and was not relevant to the proposed amendments. Submission 2 made several relevant points to the proposed Development manual amendments; however, no significant changes were made as a result of this submission.

It should be noted that submission 2 was received after the consultation period ended as a result of the submitter having an issue lodging to the submissions email address provided within the complementary submission template form, as there was a minor spelling error in the submissions email address. The minor spelling error for the email address within the template form was not repeated in any other consultation material provided and it is not considered that this error prevented any other members of the community from making a submission.

A summary of the submissions and Council's suggested response is outlined within **Appendix B**.

4. Outcomes

In response to the submissions, no significant changes were made to the proposed amendments to the Planning Scheme or Development Manual. Minor administrative errors regarding formatting and references to a Standard drawing identified by submission 2 have been rectified. In accordance with Schedule 2 of the *Ministers Guidelines and Rules 2017*, these administrative amendments do not result in a 'significantly different' Local planning instrument from what was publicly consulted upon.

5. Compliance

Council has ensured full statutory and legislative compliance with its obligations, pursuant to the PA and MGR.

To provide the best service to our community, Council exceeded the minimum public consultation requirements for administrative amendments that do not require consultation under the MGR. Council also utilised social media platforms to build awareness for this consultation and create interest in upcoming major amendments to the Planning Scheme that will be happening in 2019.

Council may now move forward in the Administrative and Planning Scheme Policy Amendments approval process and proceed to adopt the proposed amendments via Council resolution and gazettal.

Appendix A – Consultation Matters

Whitsunday Regional Council - Public Notices & Tenders

Current Tenders
Whitsunday Regional Council invites tenders from suitably resourced and experienced contractors for the performance of the works as described in the tender documents.
Prospective tenderers are requested to register on the LG Tenderbox website – www.lgtenderbox.com.au to download the relevant documentation.
500.2018.0155
Whitsunday Coast Airport Expansion Project – Solar Array over Carpark
Tender closes no later than 2:00pm, 17th October 2018
500.2018.0156
Whitsunday Coast Airport Expansion Project – Carpark Control System
Tender closes no later than 2:00pm, 17th October 2018
Tenders should be addressed to the Chief Executive Officer, endorsed with the tender name and number and lodged via: LG Tenderbox – www.lgtenderbox.com.au, by no later than the closing date.
Section 228 (7) of the Local Government Regulation 2012, relating to changes to tenders may be applied.
Enquiries can be directed to the respective contact officers either listed above or through the LG Tenderbox website or by contacting Council on 07 4945 0200.

Carpark Construction - Dodd Street, Proserpine
As part of Council's commitment to upgrade our region, Councils Works Department will be constructing a new carpark in Dodd Street, Proserpine. Works will commence late September and it is anticipated that this work will extend up to 16th November 2018. The works will include associated pavement construction and the installation of kerb & channel. The project crew will work 5 days a week from Monday to Friday between 6:30am and 4:00pm as required. Whilst Council will endeavor to keep disruptions to a minimum, we regret minor traffic delays may occur at times in order to undertake the works. Council apologises for any inconvenience and seek your co-operation during this important upgrade. If you have any queries regarding this work please contact Council's Depot Administration on 07 4945 0461.

Conway Community Meeting - Seawall Replacement Works
The Conway community are invited to attend a meeting with Council staff, Division 3 Councillor and Deputy Mayor, John Collins, and the designer, regarding the upcoming seawall replacement works.
The meeting will be held on Thursday 4 October at 5:30pm, at the new shelter shed on the esplanade at Conway Beach. All are welcome.
Rate Relief Advisory Committee Membership EOI - Closes 4pm Friday 10 October 2018
Whitsunday Regional Council ("Council") is committed to the collection of overdue rates and charges in a fair, equitable and timely manner but with due consideration to financial hardship faced by ratepayers and customers.
Council has a Rate Relief Advisory Committee ("Advisory Committee") to consider applications for concessions and to provide advice to Council regarding the most appropriate assistance to be offered to ratepayers and not-for-profit organisations. Concessions are provided to ratepayers experiencing financial hardship due to circumstances that are above and beyond the normal financial difficulties of all ratepayers.
In developing recommendations to the Council, the Advisory Committee is to consider each application consistent with the Local Government Act 2009 and the Local Government Regulation 2012, as well as Council policies. At the request of the applicant, the Advisory Committee will discuss in confidence the matters directly with the applicant during a closed meeting.
The Advisory Committee includes two voluntary members from the community, appointed by the Council for a period of two years, through an expression of interest.
To fill a community member position currently vacant, Council is seeking expressions of interest from members from the community with one or more of the following areas of knowledge:
• Financial counselling
• Debt management
• Social security payments and assistance
• Financial planning; and

• General legal advice.
To express an interest, please complete the Membership of Rate Relief Advisory Committee application available on Council's website and return it to info@whitsundayrc.qld.gov.au by 4.00pm Thursday 10 October 2018.
For further information, please contact Corporate Services on 07 4945 0237.
Whitsunday Planning Scheme 2017 Administrative and PSP (Development Manual) Amendment Consultation
The Whitsunday Regional Council is seeking public comment on amendments to the Whitsunday Planning Scheme 2017, the public consultation period is open for submissions from 2 October to 29 October 2018.
The Development Manual is a Planning Scheme Policy within Schedule 6 of the Planning Scheme, which sets out engineering design standards for development. The proposed amendments are of a technical engineering nature and include updates to industry standards, the removal of standard drawings and refinement of wording. The Development Manual replaces an older version of the Development Manual (PSP6.8).
Council is also advertising administrative amendments to the Planning Scheme, including grammatical corrections and refined wording that do not change Council policy positions.
To view, or purchase, the Development Manual and Planning Scheme administrative amendment, examine fact sheets and FAQs or make a submission, please visit Council's consultation website at yoursay.whitsundayrc.qld.gov.au or one of Council's Customer Service Centres.
Written submissions about any aspect of the Planning Scheme may be made to the Whitsunday Regional Council by any person. A properly made submission must include the name, address, signature of each submitter, a contact email or postal address and be received in the public consultation period. To make a submission, please register and lodge online at yoursay.whitsundayrc.qld.gov.au, by mail to PO Box 104 Proserpine QLD 4800, by email to planning.submissions@whitsundayrc.qld.gov.au or deliver in person to a Council office.
If you have any enquiries about the Planning Scheme amendments, please contact Council's Strategic Planning Branch on (07) 4945 0263 or email us at planning.submissions@whitsundayrc.qld.gov.au.

Customer Service Centres:
Bowen: 67 Herbert Street
Collinsville: Cnr Stanley & Conway Streets
Proserpine: 52 Main Street
Cannonvale: Shop 23, Whitsunday Plaza

Contact Us:
Phone: 1300 WRC QLD (1300 972 753)
Email: info@whitsundayrc.qld.gov.au
Web: www.whitsundayrc.qld.gov.au
Your Say: <https://yoursay.whitsundayrc.qld.gov.au/>

B W Omondson - Chief Executive Officer

The above advertisement (the Notice) appeared in the Whitsunday Times (26 September 2018 & 24 October 2018); and the Bowen Independent (27 September 2018 & 25 October 2018).

The Facebook posts below appeared on Council's Facebook page over the duration of the Public Consultation Period (2 October, 15 October and 29 October 2018).

Whitsunday Regional Council
Published by Wrc Council [?] · 6 hrs · 🌐

Consultation on the Whitsunday Planning Scheme 2017 Administrative and Planning Scheme Policy (Development Manual) Amendment closes today at 5pm.

To see the amendment, examine fact sheets and FAQs or lodge a submission, please visit Council's consultation website at <http://bit.ly/2y6sdwg>, visit a Customer Service Centre, or for further information, you can contact Council's Strategic Planning Branch on (07) 4945 0263 or email us at planningsubmissions@whitsundayrc.qld.gov.au.

YOURSAY.WHITSUNDAYRC.QLD.GOV.AU

Have your say on proposed Planning Scheme Amendments Save

Performance for Your Post

241 People Reached

5 Reactions, Comments & Shares

1 Like	1 On Post	0 On Shares
1 Love	1 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
3 Shares	3 On Post	0 On Shares

59 Post Clicks

0 Photo Views	24 Link Clicks	35 Other Clicks
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NEGATIVE FEEDBACK

0 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported stats may be delayed from what appears on posts

Post Details



Whitsunday Regional Council

Published by Wt Council [?] · October 15 at 10:00 AM · 🌐

Consultation on the Whitsunday Planning Scheme 2017 Administrative and Planning Scheme Policy (Development Manual) Amendment will close on the 29 October.

You can lodge a submission at <http://bit.ly/2y6sdwg> or for further information, you can contact Council's Strategic Planning Branch on (07) 4945 0263 or email us at planningsubmissions@whitsundayrc.qld.gov.au.



YOURSAY.WHITSUNDAYRC.QLD.GOV.AU

Have your say on proposed Planning Scheme Amendments

Save

Performance for Your Post

1,634 People Reached

7 Likes, Comments & Shares

4 Likes 4 On Post 0 On Shares

1 Comments 1 On Post 0 On Shares

2 Shares 2 On Post 0 On Shares

45 Post Clicks

0 Photo Views 22 Link Clicks 23 Other Clicks

NEGATIVE FEEDBACK

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0 Report as Spam 0 Unlike Page

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Post Details



Whitsunday Regional Council

Published by Wt Council [?] · October 2 at 9:23 AM · 🌐

The Whitsunday Regional Council is seeking public comment on amendments to the Whitsunday Planning Scheme 2017, the public consultation period is open for submissions from 2 October to 29 October 2018.

Council is making administrative amendments to the Planning Scheme and introducing the Development Manual to replace an older version of the Development Manual (PSP6.8).

To view the Development Manual and Planning Scheme administrative amendment, examine fact sheets and FAQs or... [See More](#)



YOURSAY.WHITSUNDAYRC.QLD.GOV.AU

Have your say on proposed Planning Scheme Amendments

Save

Performance for Your Post

2,630 People Reached

22 Reactions, Comments & Shares

9 Like 2 On Post 7 On Shares

1 Wow 0 On Post 1 On Shares

3 Comments 0 On Post 3 On Shares

9 Shares 9 On Post 0 On Shares

179 Post Clicks

0 Photo Views 55 Link Clicks 124 Other Clicks

NEGATIVE FEEDBACK

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0 Report as Spam 0 Unlike Page

Reported stats may be delayed from what appears on posts

Appendix B – Summary of Issues Raised in Submissions and Council’s Response

Submission No.	Submission Topic	Point of Submission	Council Response	Plan Change?	Mapping Change?	Deferred for Future Action?
1	Whitsunday Sailing Club boat harbour dredging	Presently, the Whitsunday Sailing Club boat harbour requires dredging as at low tide one has to walk on mud to retrieve one’s dinghy. With the money from development in the area, Council should contribute to dredge the boat harbour for improved use by members of the sailing club and young sailors whom use the club.	Thank you for contacting Council regarding this matter, however, this submission is not relevant to the proposed amendments to the Planning Scheme. Council is presently conducting preliminary investigations into required approvals, costs and areas for disposing of dredge spoil from the VMR boat ramp and sailing club for consideration in future annual budgets. For your information, infrastructure charges paid by developers may only be utilised to construct ‘trunk infrastructure’, that includes things such as major roads, major water, sewer, stormwater, parks and community facilities specified within the Local Government Infrastructure Plan’s Schedule of Works.	No	No	No
2	Consultation Development Manual	<ol style="list-style-type: none"> Concerned by the lack of contact with local engineers to make them aware of the proposed amendments to the Development Manual. <p>Development Manual</p> <ol style="list-style-type: none"> Confused by the fact the proposal is known as V3.6. The previous Manual adopted with the new Planning Scheme last year was V1.3. New Section naming/numbering system appears to have errors, for example; it starts with AP (Application Procedures), then CP (Construction Procedures) then DP (Design Procedures), then unexpectedly to DG 	<ol style="list-style-type: none"> Noted, Council will endeavour to improve its consultation practices in the future. During this amendment process, Council met the consultation requirements of the <i>Minister’s Guidelines and Rules 2017</i> for making amendments to a Local planning instrument Planning Scheme Policy. Consultation material included two public advertisements in local newspapers, before consultation and again prior to consultation period ending. There were also 3 Facebook posts to boost awareness of the consultation with links back to Councils 	No	No	No

		<p>(Design Guidelines) and finally SG (Specification Guidelines). The terminology "Guidelines" is that these are not "mandatory" but are for guidance only.</p> <ol style="list-style-type: none"> 4. New definitions on page 18-19 have been added for Defects Liability, and On/Off Maintenance. The wording of the On Maintenance is "incorrect". The Maintenance Bond is a Defects Liability Bond, which is held for 12 month for "rectification of defects" in council infrastructure should any defect occur. 5. Two new documents should not be included in the Development Manual. These two documents total 160 pages of 466 pages (over 1/3 of the total development manual). These documents are specifications for Sewage Pumping Stations, and Electrical Switchboards associated for Sewage Pumping Stations. In my experience, these specifications are unlikely to be used once in 10 years (via the Development Manual). They could be specified by council in a Development Approval condition, and not in the Development Manual. 6. As with previous versions, the forms and document as a whole need proper formatting. Specifically Form 3, ITP (Appendix A), Table D1.1. 7. New section (Appendices – WSA code) need to checked against the Body of the Document as a cursory glance has picked up Design D6.06 – should be DG6.1. 8. New Section DP1.10 Stormwater Quality Management. This section will 	<p>Yoursay.Whitsunday consultation website.</p> <ol style="list-style-type: none"> 2. Council elected to bring the version of the Development Manual in-line with the rest of the version <i>Whitsunday Planning Scheme 2017 (V3.6)</i>. This is also the case for future amendments to the Local Government Infrastructure Plan in an effort to create less confusion between different parts of the Local planning instrument that previously had different version numbers. 3. The Development manual provides standards, advice and guidelines for development applications in order to boost transparency in what Council expects within a well-made application. This includes design guidelines to assist applicants in achieving Council's design objectives. Whilst they are guidelines, they identify up-front Council's preferences and, if conditioned in a development application, become mandatory. 4. This is Council's expectations and is put in this Development manual as definitions to clarify what is expected over the 12 month maintenance period. 5. These documents have been included within the Development manual to ensure that Council can condition a developer to meet these standards within a development application. 6. Noted, this will be amended as an administrative error prior to adoption. 7. Noted, this will be amended as an administrative error prior to adoption. 			
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		<p>make it mandatory to include a SQID. This section should be removed, and the “normal” approval process (DA Requirement/Condition) make the inclusion “mandatory”.</p> <p>9. No standard drawings have been included, and cross referencing to the body of the documents is not connected.</p>	<p>8. This is Council’s direction and is appropriate to the Region. Stormwater Quality is a standard practice.</p> <p>9. The standard drawings have been taken out of the Development manual to enable Council to more readily update drawings outside of the lengthy Local planning instrument amendment process in response to changing Engineering standards or preferences.</p>			
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