



## ENVIRONMENT AND COMMUNITY SERVICES COMMITTEE



# A G E N D A

**28 March 2017**

**Commencing immediately after the Finance and Corporate Governance Committee Meeting**

**Held at the Council Chambers - Civic Centre,  
101 Goondoon Street, Gladstone**

**Please note:** These minutes are to be read in conjunction with the preceding General Meeting Minutes.

## Terms of Reference

Committee is primarily responsible for overseeing policy and performance in the following areas of Council operation:-

- Environment
- Conservation Management
- Pest Management
- Library Services
- Arts and Heritage (Gladstone Regional Art Gallery and Museum)
- Community Advisory Service (community development, human and social services)
- Local Law Enforcement
- Open Space Planning
- Parks Development and Maintenance
- Sport and Recreation.

Committee members are all Councillors.

By virtue of section 12(3)(g) of the *Local Government Act 2009*, the Mayor is a (ex-officio) member of the committee.

Cr Bush be appointed as Chair of the committee.

A quorum be a simple majority of members.

The Committee meet in the first instance of the fourth Tuesday of each month commencing immediately after the Finance and Corporate Governance Committee Meeting in the Council Chambers and the committee be authorised to determine its future meeting times and frequency.

Committee Administrator is the Director Planning and Environment.

## Appointment of Committees

Section 264 of the *Local Government Regulation 2012* as follows:-

- (1) A local government may -
  - (a) appoint, from its councillors, standing committees or special committees;
  - and
  - (b) appoint advisory committees.
- (2) Two or more local governments may appoint, from their councillors, a joint standing committee.

## Closed Meetings

Section 275 of the *Local Government Regulation 2012* as follows:-

(1)A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss -

- (a) the appointment, dismissal or discipline of employees; or
- (b) industrial matters affecting employees; or
- (c) the local government's budget; or
- (d) rating concessions; or
- (e) contracts proposed to be made by it; or
- (f) starting or defending legal proceedings involving the local government; or
- (g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

## Committee Members

**Cr Bush - Chair**

**Mayor Burnett**

**Cr Churchill**

**Cr Goodluck**

**Cr Hansen**

**Cr Masters**

**Cr O'Grady**

**Cr Sobhanian**

**Cr Trevor**

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## **ECSC/1. OPENING AND APOLOGIES**

## **ECSC/2. DISCLOSURE OF INTEREST**

## **ECSC/3. CONFIRMATION OF MINUTES**

### **ECSC/3.1. CONFIRMATION OF MINUTES FOR ENVIRONMENT AND COMMUNITY SERVICES COMMITTEE MEETING 28 FEBRUARY 2017**

**Responsible Officer:** Director Planning and Environment

**Committee Meeting Date:** 28 March 2017

**File Ref:** CM7.2

#### **Purpose:**

Confirmation of the minutes of the Environment and Community Services Committee held on 28 February 2017.

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

That the minutes of the Environment and Community Services Committee of Council held on 28 February 2017 be confirmed.

#### **Attachments:**

1. Minutes of the Environment and Community Services Committee of Council held on 28 February 2017.

#### **Tabled Items:**

1. Nil.

**Report Prepared by:** PA Director Planning and Environment

## **ECSC/4. DEPUTATIONS**

Nil

## **ECSC/5. OFFICERS' REPORTS**

### **ECSC/5.1. GREAN MINUTES 23 FEBRUARY 2017**

**Responsible Officer:** Director Planning and Environment

**Committee Meeting Date:** 28 March 2017

**File Ref:** EM17.8

**Purpose:**

This report provides a copy of the minutes (unconfirmed) from the previous Gladstone Region Environment Advisory Network (GREAN) meeting.

**Officer's Recommendation:**

That the Gladstone Region Environment Advisory Network (GREAN) minutes from 23 February 2017 be received.

**Background:**

Council adopted GREAN's new Terms of Reference on 5 July 2016. Accordingly, minutes of the subsequent GREAN meetings are to be presented to Council.

**Consideration:**

Nil

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

Nil

**Legal Environmental and Policy Implications:**

Nil

**Financial and Resource Implications:**

Nil

**Commentary:**

Nil

**Summary:**

Nil

**Attachments:**

1. GREAN minutes (unconfirmed) – 23 February 2017

**Tabled Items:**

Nil.

**Report Prepared by:** Administration Supervisor

## ECSC/5.2. SOLE SUPPLIER ARRANGEMENT - RSPCA QUEENSLAND

**Responsible Officer:** Director Planning and Environment

**Committee Meeting Date:** 28 March 2017

**File Ref:** EM15.2 & EM15.3

### **Purpose:**

To seek Councils approval for a sole supplier arrangement for the rehoming of animals (cats and dogs) from the Animal Pound Facility.

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

That:

1. In accordance with s.235(a) of the *Local Government Regulation 2012*, Council resolve that it is satisfied that there is only one supplier of animal rehoming services with relevant experience, knowledge and existing network relationships (including volunteers) to satisfactorily rehome cats and dogs from Councils Animal Pound Facility.
2. Accordingly, the Chief Executive Officer (delegate) be authorised to conclude negotiations with RSPCA Queensland on the basis of terms outlined in a draft Master Agreement.

### **Background:**

Council has historically supported and utilised the services of the Friends of RSPCA Gladstone volunteer group to rehome cats and dogs from its pound facilities. Over the years, this has evolved into the group being the primary animal rehoming agency in the region with affiliation and support from RSPCA Queensland.

In 2014, a formal rental agreement was established with RSPCA Queensland (Qld) as the primary organisation for the volunteer group to utilise a building at Council's Animal Pound Facility for the rehoming of animals. During recent discussions on extending the rental agreement, RSPCA has flagged that the group will become officially linked with RSPCA Qld in terms of its incorporated status and funding arrangements. In addition, RSPCA Qld believes the rehoming of animals from the pound facility is a service being provided to Council and accordingly Council should be contributing funding to these services where animals are rehomed directly from the pound.

Council also has an Animal Rehoming Agreement that outlines the operational terms between RSPCA Queensland (inclusive of Friends of RSPCA Gladstone) and Gladstone Regional Council with respect to the rehoming of cats and dogs.

### **Consideration:**

RSPCA Queensland (via the Friends of RSPCA Gladstone Volunteer group) is considered the only rehoming group within the Gladstone Region with the necessary skills, knowledge and network relationships (including foster carers/volunteers) to facilitate the rehoming of the number of cats and dogs not collected from Councils pound facility. Therefore there are three options for consideration with respect to rehoming of cats and dogs.



Option 1 – Revise agreement with RSPCA as a sole supplier for rehoming cats and dogs(recommended)

Council facilitate funding support to RSPCA Queensland via an amended Master Agreement that incorporates conditions relevant to the existing Rental Agreement (for use of Council's building co-located next to the pound facility) and the Animal Rehoming Agreement.

Option 2 – Undertake rehoming of cats and dogs directly from Councils pound facility

This option would result in requiring expansion of the current pound operations to incorporate the sale of animals direct to the public. Services would need to include behavioural assessments, vaccinations, enclosure inspections, adoption days, etc.

Option 3 – Cease rehoming animals

This option would result in Council not actively trying to rehome cats and dogs and any animal not collected from the pound being euthanased.

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

Internally with Director Planning and Environment, Senior Land Management Advisor and Environmental Health and Regulation Coordinator.

Externally with RSPCA Queensland.

**Legal Environmental and Policy Implications:**

In accordance with Council's contracting and procurement policy and *Local Government Regulation 2012* section 235(a), "A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if the local government resolves it is satisfied that there is only one supplier who is reasonably available". Given the existing relationship with RSPCA Queensland and Friends of RSPCA Gladstone Group and no other known cat and dog animal welfare groups established in the region capable of rehoming the current volume of cats and dogs not collected from Council pound, it is reasonable to consider utilising section 235 provisions for a sole supplier arrangement.

A master agreement that consolidates the existing animal rehoming and rental agreements has been drafted and will be finalised subject to the recommendation above being adopted.

**Financial and Resource Implications:**

Option 1 – Revise agreement with RSPCA as a sole supplier for rehoming cats and dog

This service would be budgeted in the Local Laws operational business unit (320) to an estimated value of \$65,000 per year for the next 5 years with standard consumer price index (CPI) increases to be applied each year. The first payment will be due in the 2017/2018 financial year. This payment will include the requirement for RSPCA Queensland to employ a part-time veterinary nurse and part-time administration officer to facilitate the relevant behavioural assessments, vaccinations, microchipping, registration and other relevant documentation when rehoming animals.

Option 2 – Undertake rehoming of cats and dogs directly from Councils pound facility

Whilst it is unknown the exact level of additional workload if these services were provided in-house, based on the same part-time arrangements as option one above, it is estimated that it would be approximately \$108,000 in additional salaries for this option.

Option 3 – Cease rehoming animals

Based on the current number of animals rehomed through the RSPCA and the cost per animal for euthanasia, this option would result in approximately \$25,000 in additional euthanasia and disposal costs. These figures do not quantify the indirect costs associated with staff morale and public perception if Council chose not to continue rehoming animals.

**Commentary:**

Whilst the option to cease rehoming animals all together is considered 'cheaper' in dollar values, this is not considered a feasible option. Option one is considered the best option to continue the valuable community work undertaken by the Friends of RSPCA Group that facilitates all the necessary legal and operational aspects and enables enhancement of these services.

**Summary:**

Nil

**Attachments:**

Nil

**Tabled Items:**

Nil

**Report Prepared by:** Manager Regulatory Services

## **ECSC/5.3. PROPOSED REGULATORY SERVICES - LICENSING FEES AND CHARGES 17/18**

**Responsible Officer: Director Planning and Environment**

**Committee Meeting Date: 28 March 2017**

**File Ref: FM7.1**

### **Purpose:**

Each year Council sets the fees and charges for the following financial year. This report outlines the proposed fees and charges for licensed premises and permits managed by the Regulatory Services Division.

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

That Council adopt the proposed Regulatory Services Licensing Fees and Charges as presented for the 2017/2018 financial year and include with the adopted schedule of fees and charges.

### **Background:**

As renewal notices for licensed premises are issued by 30 April each year, the Regulatory Services licensing annual fees and charges are presented to Council prior to other Council fees and charges. This allows sufficient time to generate renewal notices and aims to ensure all licensed premises have new licences in place prior to 30 June each year.

### **Consideration:**

Attached are the proposed regulatory services licensing fees and charges for the 2017/2018 financial year. In general, the fees and charges have been increased by two (2) per cent, in line with the Consumer Price Index (CPI) increase and rounded to the nearest whole dollar.

A significant review of the commercial activities fees and charges has occurred due to recent local law and policy changes. A summary of changes proposed are identified below:

- Initial application fee for commercial beach and fitness activities has been reduced as expressions of interest process no longer required
- Annual fees reduced as no longer conducting annual inspection
- Stationary vending application fee maintained due to process requirements for Council approval (i.e. more internal costs to make decision).

Fees and charges are still included for caravan parks and footpath dining as Council may receive applications for approvals if an operator does not comply with minimum standards.

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

Discussions have been held with relevant operational staff on required fees for regulatory services.

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

The ability to charge for the majority of the proposed licensing fees is provided for in the *Local Government Act 2009* which specifies in section 97 that a local government may, under a local law or a resolution, fix a cost-recovery fee. A cost-recovery fee includes a fee for an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act.

Once the fees are adopted, they become applicable for the 2017/2018 financial year. The annual (renewal) fees are charged during the renewal period (May - June) prior to expiry of licenses and approvals on 30 June 2017. These fees and charges are also added to the whole of Council fees and charges schedule when adopted.

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

The fees and charges adopted will influence the income generated in relevant business units for the regulatory services division.

### **Commentary:**

The fees and charges are considered comparable to other local governments for similar licence or approval types. It is noted that not all Councils have the same types of charges and this will be dependent on the services provided by each individual Council (for example, Gladstone Regional Council is one of a few councils that provide audit services for food safety programs).

### **Summary:**

Nil.

### **Attachments:**

1. Regulatory Services – Proposed Fees and Charges 2017/2018 - Caravan Parks
2. Regulatory Services – Proposed Fees and Charges 2017/2018 - Commercial Activities
3. Regulatory Services – Proposed Fees and Charges 2017/2018 - EP Act
4. Regulatory Services – Proposed Fees and Charges 2017/2018 - Food Act
5. Regulatory Services – Proposed Fees and Charges 2017/2018 - Tattoo & Body Piercing

### **Tabled Items:**

Nil.

**Report Prepared by: Manager Regulatory Services**

## **ECSC/5.4. LIBRARY SERVICES REPORT - FEBRUARY 2017**

**Responsible Officer:** Director Corporate and Community

**Committee Meeting Date:** 28 March 2017

**File Ref:** CM19.2

### **Purpose:**

The purpose of the report is to provide the monthly update for Library Services for February 2017.

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

That the Library Services Monthly report for the period ended February 2017 be received.

### **Commentary:**

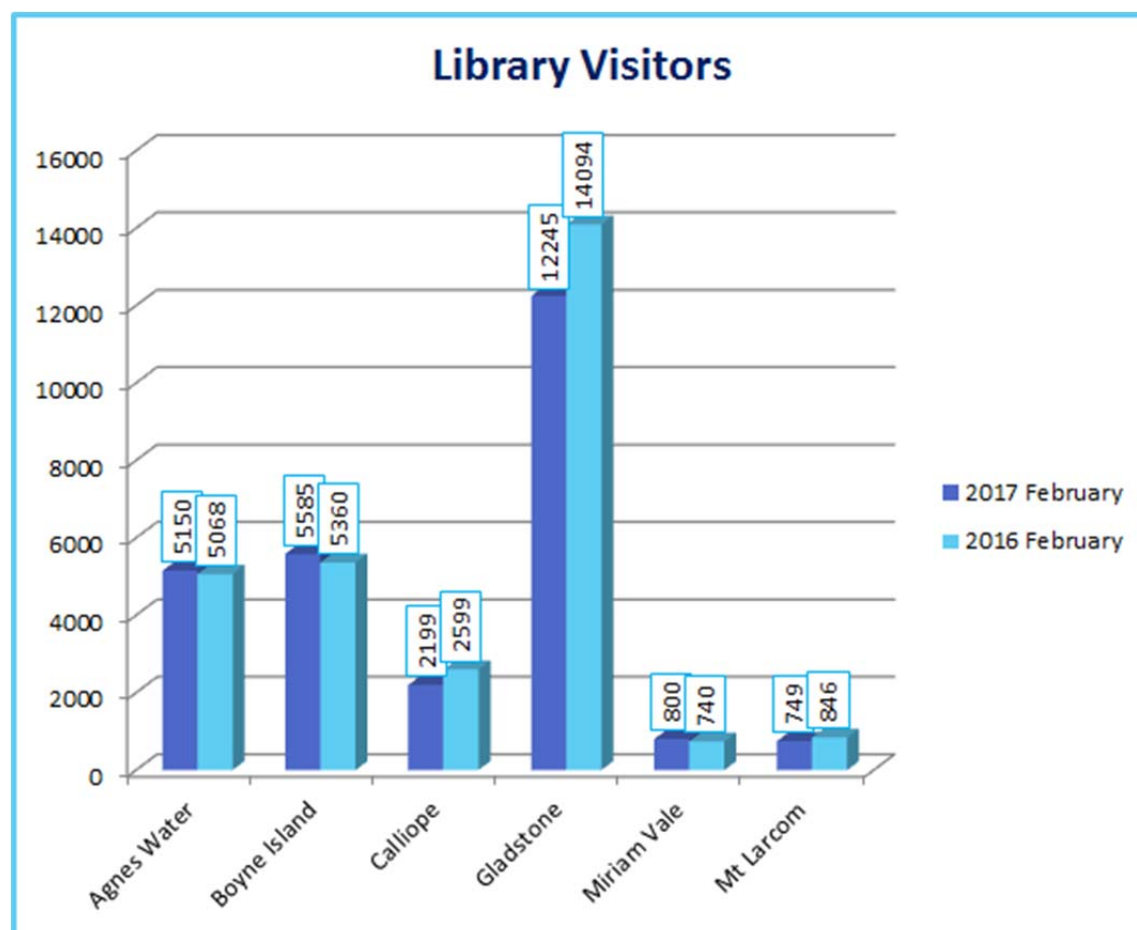
Progress Report: Operational Plan (Targets/Key Performance Indicators)

#### Comparative Benchmarks

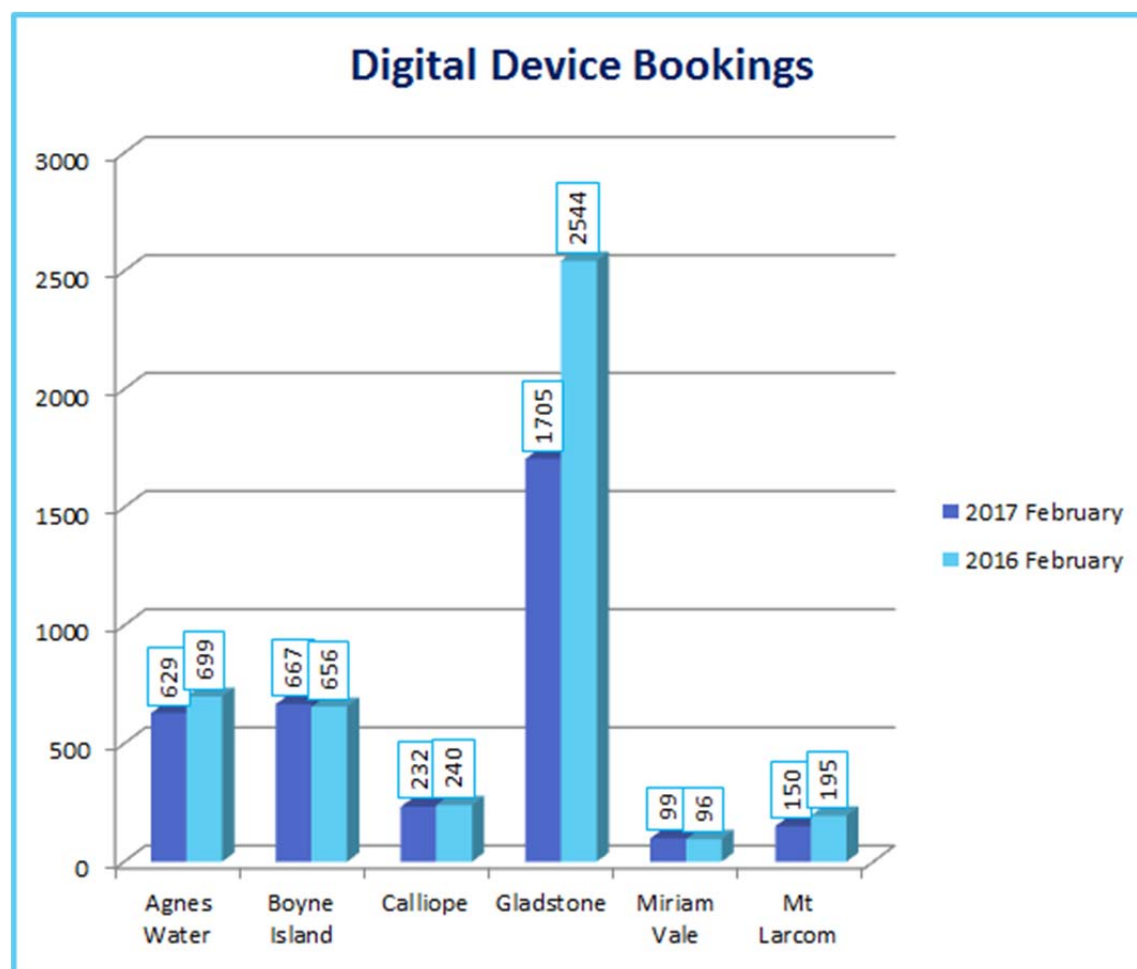
One of the methods in which we advertise the events and services of the libraries around the region is to use Facebook and Twitter. Attached is the Facebook page report for the period 1 February to 28 February 2017 .

Other benchmarks include; visits to the library, attendance at events, and use of the various digital devices supplied to our community.

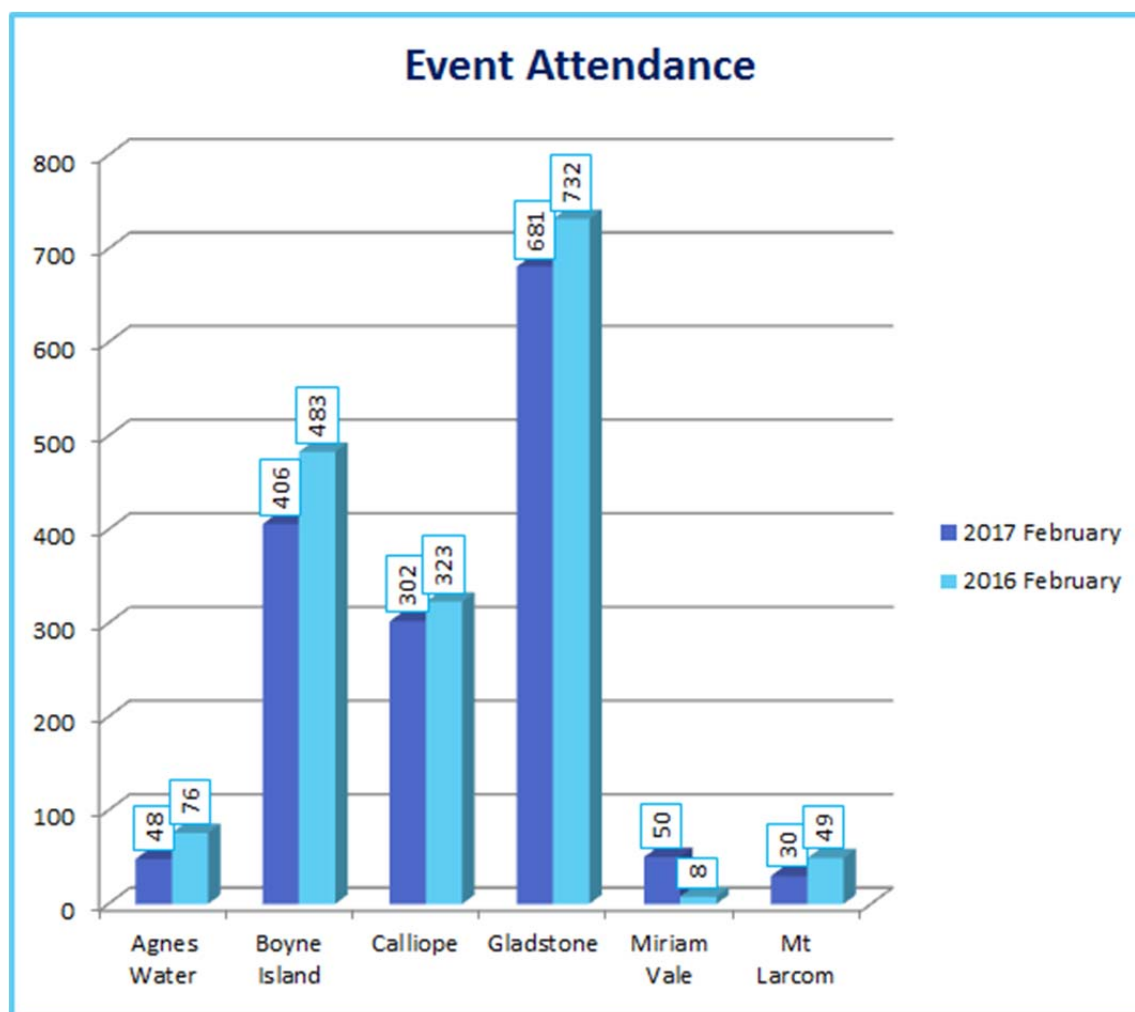
During February 2017, Gladstone Regional Libraries had a total of 26,728 physical visits to our libraries.



Digital device usage, includes the use of the public access computers at all branches as well as iPads and other devices leant for use within the library. These devices continue to be popular with a total of 3,482 uses within the month.



Statistics are taken at the events our libraries hold throughout the region. Events such as holiday activities, visiting authors (adults & children), children's activities (Storytime, Baby Bounce, Toddler Time etc.), technology training and more are all counted. During the month of February event attendance totaled 1,517 people.



#### Notable matters

February 14<sup>th</sup> is Library Lovers Day so our libraries celebrate for the whole month. The Blind Date with a Book promotion was run at all libraries, while Gladstone and Calliope Libraries also celebrated with an evening at the library; Families Love Reading and Pizza!

February also saw a visit from popular author Candice Fox who, despite some traffic delays, spoke to an interested audience at Boyne Island Library.

The first meeting of the Central Queensland Regional STEM Hub was held at CQ University on 22<sup>nd</sup> February. Regional Librarian Fran Moroney and Circulation and Reference Librarian Wendy Ibbotson attended. Invitations were sent to a range of people involved in STEM in Gladstone, Rockhampton and surrounding areas across government, industry, business, education and non-profits. Some valuable contacts were made for future partnerships.

In February the Australian Public Libraries Statistical Report was received. This survey (attached) highlights the range of services provided by public libraries across the National, State and Territory Libraries. Some interesting figures from this report -

- Over 38 million items (1.6 items per person) were made available for the use of the community and over \$130 million was spent on ensuring that these collections remain up to date and relevant.
- Library programs totalled over 194,000 with attendance of over 5.8 million.



- Over 166.7 million items were lent to 8.2 million members of Australia's public libraries.

**Financial and Resource Implications:**

A copy of the Financial Management report for the period ended 28 February 2017 (67.12% of year passed) is attached. Members will note:

1. Overall, the Library Services is trading slightly high (72.7%) against its budget:
  - a. The second of four payments from State Library for the annual Public Library Grant which is paid in quarterly increments has been received.
  - b. 72.2% of expenditure (\$3.6 million) committed.
2. There are various overs and unders in the six (6) different business units that make up the Library Service:
  - a. BU480 – Gladstone Home Library Service
  - b. BU485 – Gladstone Library
  - c. BU600 – Agnes Water Library
  - d. BU601 – Boyne Tannum Community Centre
  - e. BU602 – Calliope Library
  - f. BU603 – Miriam Vale Library
3. The Mt Larcom Library is accounted for principally as a Customer Service Centre and, therefore, does not show separately in the Library accounts.

**Summary:**

Nil

**Attachments:**

1. Facebook report for February 1st to 28th 2017
2. Financial Management Report
3. Australian Public Libraries Statistical Report

**Tabled Items:**

Nil.

**Report Prepared by:** Regional Librarian

## ECSC/5.5. GLADSTONE REGIONAL ART GALLERY AND MUSEUM MONTHLY REPORT FOR FEBRUARY 2017

**Responsible Officer:** Director Corporate and Community Services

**Committee Meeting Date:** 28 March 2017

**File Ref:** CM19.2

### **Purpose:**

The purpose of the report is to provide the monthly report for the Gladstone Regional Art Gallery & Museum for February 2017.

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

That the Monthly Report for the Gladstone Regional Art Gallery & Museum for the period ended 28 February 2017 be 'received'.

### **Background:**

Monthly report for the Gladstone Regional Art Gallery & Museum.

### **Commentary:**

### **Progress Report: Operational Plan (Targets/Key Performance Indicators)**

#### **Exhibitions**

- *APPROPRIATE / NOT APPROPRIATE: Works by Felicia Lloyd and Belynda (Bindi) Waugh:* 17 December 2016 - 25 February 2017;
- *Take a Seat: The Art of Peter Rowe:* 17 December 2016 - 25 February 2017;
- *2017 Celebrate Australia Primary School Art Competition* exhibition of entries: 1 February - 28 February 2017.
- *Wearable Art: Another corner of my mind. Works by Beryl Wood:* 4 February - 29 April 2017;
- *Caravan of Curiosities. Works by Peta Lloyd, Nanette Balchin and Emma Ward:* 4 February - 29 April 2017;

#### **Events, Launches & Special Dates**

- P&O cruise ship visitors toured the Gallery & Museum: from 9am, Thursday, 23 February 2017;
- A permanent memorial to the late Cyril Golding (1920-2012) unveiled in Gladstone's Library Square 27 February 2017;

#### **School & Community Tours/Workshops**

- Learning & Life Endeavour Group (Special Needs): 8 attendees, 15 February 2017

### **Historical & Heritage Projects**

- Stockland information to celebrate their 40<sup>th</sup> Birthday;
- Phil Vabre information for a book on Flying Boats in Gladstone - ongoing;
- Pine Tree Benaraby: information and photographs to determine its age with Rys Caldwell GRC and Annete Machen, Benaraby Sawmill;
- Tom Jeffery Park: information for Gordon Ward on significant trees in the park;
- Shabnam Mehr: information on Gladstone Town Hall - project was then cancelled;
- Niketta Roche: information for naming bridges and creeks in Miriam Vale Shire; loan her books on Agnes Water, Baffle Creek, 1770;
- Stoneley Margaret: loan of heritage typewriter for school project;
- QAL exhibition information and contact details for Kylie Devine QAL;
- Australian War Memorial project on Aboriginals in the area - ongoing;
- Local Heritage List - ongoing;
- Walk in enquiries - 11;
- Volunteers Hours - 63 hours;
- 4 historical Flashback Friday posts on Facebook:
  - #FlashbackFriday post on 3 February 2017 reached 5387 people;
  - #FlashbackFriday post on 10 January 2017 reached 2652 people;
  - #FlashbackFriday post on 17 February 2017 reached 1845 people;
  - #FlashbackFriday post on 24 February 2017 reached 2252 people;

### **Promotional Reach**

- GRAGM website: <http://gragm.qld.gov.au>. It was used a lot to access *Exhibitions* and *Programs & Events* pages, particularly the *Intercity Images* exhibition page and *Teachers Preview Event* page (see attachment 3).
- Active Social Media accounts: Facebook (see attachment 4), Vimeo, SoundCloud.
- Featured presenter on Fresh FM every Wednesday (1, 8, 15 and 22 February).
- Featured presenter on 4CC on Thursday (2, 9, 16 and 23 February).
- GRAGM advert running at the Gladstone Cinemas (from 2 June 2016 for 1 year contract, playing in Cinemas 1, 3 and 5).
- GRAGM advert running daily on a carousel in the Gladstone Public Hospital waiting room (2 year contract from March 2016).
- Gladstone News Weekly advert and column (2, 9, 16 and 23 February).
- Coverage in the Gladstone Observer:
  - Tuesday Observer advert (7, 14, 21 and 28 February)
  - Thursday Observer Column (2, 9, 16 and 23 February)
  - Friday Observer advert (3, 10, 17 and 24 February)
  - Extra coverage about the installation of the Cyril Golding Bust.
- Appeared in GRC publications eConnect and Council Connections.
- Exhibitions listings adverts appeared in national publications including Art Guide, Eyeline and Spirit.
- February mail out posted to 370 members + Gladstone Regional Council venues, offices and libraries + Schools, email mail-out sent 20 February to 1,475 email subscribers.

### **Visitors Comments**

See attachment 1.

### **Collection - Historical & Heritage & Art**

Artist Name	Title of work	Date	Medium
<b>Parnell, Eric</b>	<b><i>Eagle/Salmon</i></b>		Reproduction prints
<b>Adamson, Paul</b>	Portrait of Cyril Golding	27/02/2017	Bronze sculpture
<b>Adamson, Paul</b>	Portrait of Cyril Golding	27/02/2017	Fibreglass replica

### **Volunteers and Visitations Statistics**

#### **Volunteers**

##### Monthly Volunteers Statistics

MONTH	VOLUNTEER HRS	ACTIVE VOLUNTEER	INTERVIEWS SCHEDULED	VOLUNTEERS RESIGN
<b>February 2017</b>	242	34	3	none

#### **Visitations**

##### Monthly Visitation Statistics

<b>February 2017</b>	<b>1344</b>
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### **Notable Matters**

We had a very successful launch of the public artwork, *Portrait of Cyril Golding*. There was a wonderful gathering of family and friends at the event held outside the library and then continued into the GECC where a wonderful spread had been prepared. Thanks to all who assisted in making the event great.

We have a large collection of works which had been held under the Town Hall for over 20 years. After an extensive search for documentation and discussions with previous staff and volunteers, we had not been able to establish anything about the collection, artist, number of works, how it came to be at GRAGM as well as the current legal 'owner' of the collection. We decided to display as much as possible and ask the community to assist as well as undertake some research ourselves. Within a week, we had been able to discover the artist and his descendants and we are currently waiting to hear back from them regarding how the collection came to Gladstone.

### **Emerging Issues**

We have just been advised that GRAGM will be losing one of our pivotal staff members, Sarah Robertson. Sarah has secured a position at the Queensland Art Gallery of Modern Art working as a program officer in the Children's Centre. This is a wonderful opportunity for Sarah and although we are extremely sorry to lose her, we wish her all the best. Sarah's position was as the Exhibition and Educations Officer so we will need to replace her as soon as possible.

We also have issues with water seepage within the old Town Hall space both in the tower and under the house but imagine that this is a concern for all. We are hoping that the upcoming painting of the external walls of the tower will help control seepage through the

walls but the water flow under the old Town Hall is more problematic and needs engineering advice. It appears that when there is enough flow the water backs up under the road and possibly the garden beds and comes through the old brick retaining wall. It then flows down the dirt area across and under the air conditioning concrete pad and the other concrete slab until it reaches a drain area which was installed to catch the subterranean flow which happens around that area.

## Grants & Funding Table

Supported by the Gladstone Region Regional Arts Development Fund (RADF), the Gladstone Region *Art in Parks*, public art project finished Saturday 26 February 2017 after 78 days of exhibition. 14 local artists completed 20 installations across 15 regional parks, including Baffle Creek, Boyne Island, Tannum Sands, Gladstone, Mt Larcom and Nagoorin. A project debrief with participating artists to be held 10 March 2017.

## Financial and Resource Implications:

### Operating Budget

#### BU 495 - AGM Operations

Total Expenses	845,581	93,561	939,142	1,421,758	66.1 %	1,413,376	66.4 %
Net Operating Income\ (Expenditure)	(835,419)	(93,561)	(928,981)	(1,413,458)	65.7 %	(1,405,076)	66.1 %

#### BU - 510 - Martin Hanson Awards

Total Expenses	54,427		54,427	59,650	91.2%	59,650	91.2%
Net Operating Income\ (Expenditure)	(10,132)	-	(10,132)	(20,090)	50.4%	(20,090)	50.4%

#### BU - 615 - RADF

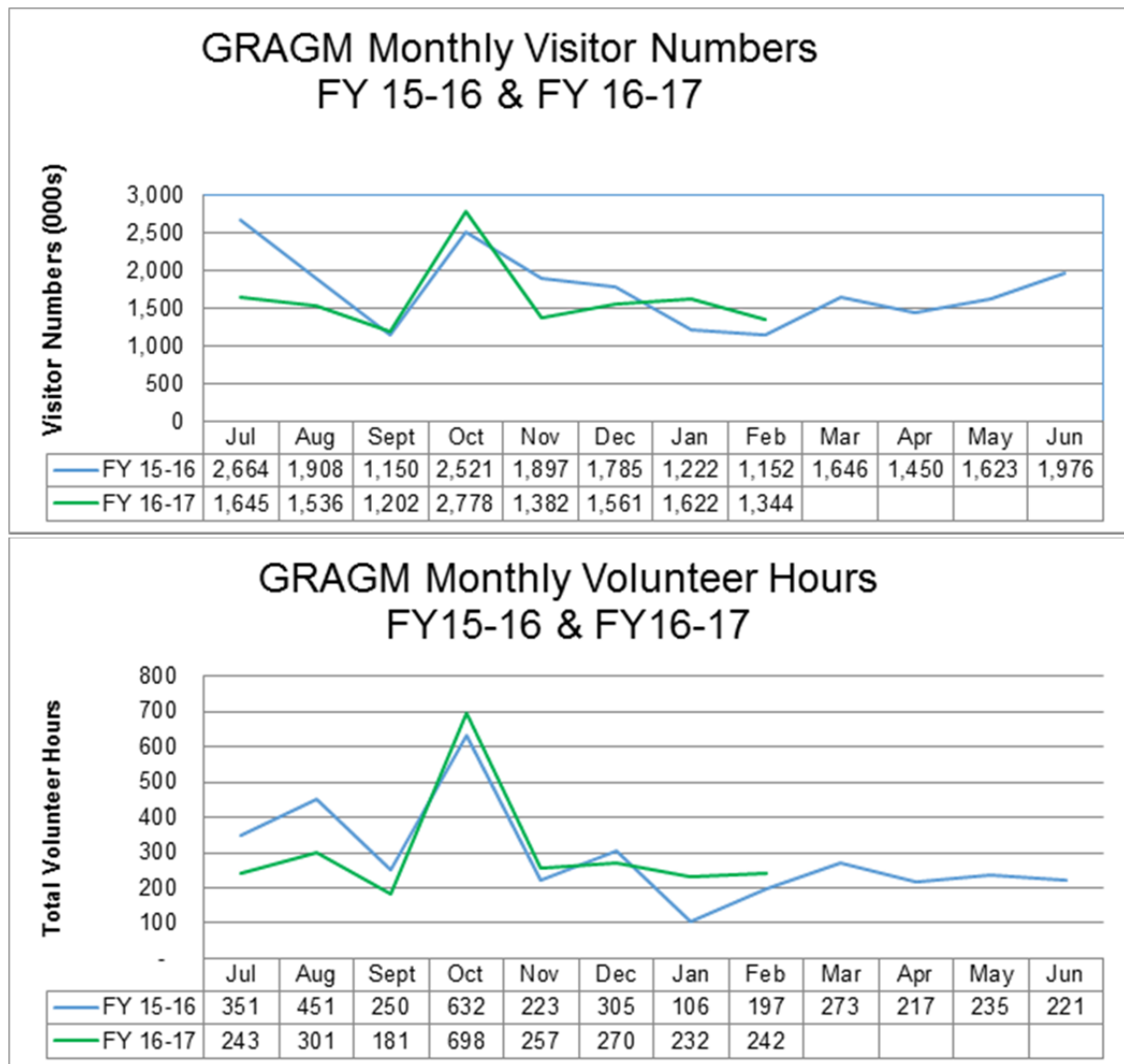
Total Expenses	56,546	1,845	58,391	141,500	41.3%	141,500	41.3%
Net Operating Income\ (Expenditure)	(6,546)	(1,845)	(8,391)	(78,300)	10.7%	(78,300)	10.7%

### Capital Works -

No Capital Works for 2016-2017

### Summary:

The Gallery & Museum is working well within the budget and expects to complete the financial year within budget.



**Attachments:**

1. Visitors Comments - February 2017
2. Exhibitions and Events Images - February 2017
3. GRAGM Website Reach - February 2017
4. GRAGM Facebook Page Reach – February 2017

**Tabled Items:**

Nil.

**Report Prepared by:** Curator Gladstone Regional Art Gallery and Museum

## ECSC/5.6. COMMUNITY WELLBEING REPORT FOR MARCH 2017

**Responsible Officer:** Director Corporate and Community Services

**Committee Meeting Date:** 28 March 2017

**File Ref:** CM19.2

### **Purpose:**

The purpose of this report is to update Councillors on the status of the 2016-2017 Community Wellbeing Division operational and capital budgets and provide an update on matters of interest.

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

That the March 2017 Monthly Report of the Community Wellbeing Division be 'received'.

### **Background:**

This information report will provide Council a brief overview of Community Wellbeing undertakings during this financial year and builds upon previous reports received.

### **Consideration:**

Nil.

### **Commentary:**

#### Emerging Issues

Over recent months the community has seen a marked increase of new residents relocating from other locations throughout Australia primarily due to the low cost of housing. Anecdotal data indicates that a majority of the families and individuals relocating to Gladstone have a low socio-economic status and are dealing with complex social issues.

Social welfare agencies have reported that most agencies are seeing an increase demand for services particularly in the areas of financial emergency relief, support services with regard to domestic / family violence and mental health issues. Social impacts are also being felt within the education / youth sectors with an increase of students requiring additional assistance to integrate to reduce educational barriers. Child and youth counselling services are seeing a marked increase in children and young people presenting due to family separations and parental divorce.

The funded emergency relief providers, those being the Salvation Army, Vincent de Paul's and Council have met to discuss how best to manage the influx of people seeking assistance as all services are struggling to address the need.

Additionally social agencies are also managing an increase in requests for assistance for financial counselling seeking advice on ways to reduce their risk of mortgage defaults or insolvency.

### Youth Week

National Youth Week will be celebrated across the region from Friday 31 March to Sunday 9 April.

The week will commence with the Mayor's Youth Breakfast, recognising our young people's achievements within the region. The inaugural Gladstone Pop Con, celebrating multi-genre entertainment such as comics, gaming, cosplay, movies and science fiction, will be held at the PCYC on Saturday 1 April and the event has attracted interest from outside the region and is expected to be an established as a major annual fund raiser for the PCYC.

### Community Inclusion and Resilience

Work continues across the region establishing / strengthening community groups / committees (community champions) under an asset-based community development framework to progress locally identified initiatives. Currently Officers are working with community partners in:

- Boyne Island and Tannum Sands
- Baffle Creek and Rosedale
- Turkey Beach, Bororen and Miriam Vale
- Mt Larcom and Yarwun, and
- The Boyne Valley

The Regional Inclusion Strategy continues to progress the Mt Larcom Resiliency Project, funded by the State Department of Communities, with linkages now being developed with other communities (identified above) seeking to strengthen the Mt Larcom district connection to the broader region.

The Mt Larcom Resiliency Project, a fixed term undertaking, is set to conclude on 30 June 2017 and a community event to celebrate the achievements of the Mt Larcom Community Resilience Committee since October 2015. Highlighting some of the projects undertaken the event will be held at the Mt Larcom Hall on the evening of 8 June.

### Sport & Recreation

Mt Larcom Tennis Court Refurbishment has commenced, with work currently suspended due to the wet weather, and is expected to be completed by May. Officers continue working with the community and other Divisions of Council to progress the additional works to improve the area for community use.

CQ Driver Training and Education Centre project continues progressing with Milestone 2 having been met; the progress report has been remitted to the Department. The project was expected to be completed by November 2017; however a minimal delay may be expected due to the weather.

Engineering Services continue to work closely with the Sport & Recreation team and the community steering group / clubs to progress the rectification of the Liz Cunningham sport fields. Project Management of the project will be led by Technical Services. Work is expected to commence this financial year.



### Statistical Data - Number of Contacts

NUMBER OF CONTACTS		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
C&S	2016 / 2017	4,246	5,958	4,577	3,922	4,698	3,118	3,262	3,638
	2015 / 2016	3,760	4,266	3,977	4,028	3,793	2,666	2,439	3,585
	VARIANCE +/-	+ 486	+1,702	+600	-106	+905	+452	+823	+53
Aquatic Centre	2016 / 2017	5,170	6,158	8,997	14,480	16,739	14,088	13,306	17,151
	2015 / 2016	5,324	7,803	8,150	13,886	21,557	15,162	15,751	16,140
	VARIANCE +/-	-154	-1,645	+847	+594	-4,818	-1,074	-2,445	+1,011
Sport & Recreation	2016 / 2017	363	683	335	415	330	159	225	563
	2015 / 2016	446	428	300	147	161	193	171	225
	VARIANCE +/-	- 83	+255	+35	+268	+169	-34	+54	+338

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

Community Wellbeing Staff.

### Legal Environmental and Policy Implications:

Nil

### Financial and Resource Implications:

### Community Wellbeing Division's Operational Financial Summary - End of Feb 2017

General Ledger Business Unit	Actuals	Revised Budget	%
<b>Revenue</b>	5,351	16,636	32.2%
<b>Expenditure</b>	- 395,643	- 499,100	79.3%%
<b>Depreciation</b>	- 252,902	- 384,774	65.7%
<b>Net Operating Result</b>	- 643,130	- 867,238	74.2%%
<b>442 - Community Wellbeing Management</b>			
<b>Revenue</b>	76,286	63,190	120.7%
<b>Expenditure</b>	- 925,296	- 1,418,821	65.2%
<b>Depreciation</b>	- 92,715	- 141,060	65.7%
<b>Net Operating Result</b>	- 941,725	- 1,496,690	62.9%
<b>445 - Grant\Programs</b>			
<b>Revenue</b>	494,678	672,759	73.5%
<b>Expenditure</b>	- 410,999	- 672,759	61.1%

<b>Net Operating Result</b>	83,678	0	-16.9%
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<b>450 - Rental Programs</b>			
<i>Revenue</i>	16,796	38,800	43.8%
<i>Expenditure</i>	- 37,406	- 34,750	107.6%
<i>Depreciation</i>	- 49,770	- 75,722	65.7%
<b>Net Operating Result</b>	- 70,380	- 71,672	104.4%

<b>455 - Sport &amp; Recreation</b>			
<i>Revenue</i>	49,807	275,000	18.1%
<i>Expenditure</i>	- 658,174	- 966,850	68.1%
<i>Depreciation</i>	- 151,201	- 230,042	65.7%
<b>Net Operating Result</b>	- 759,596	- 921,892	82.4%
<b>530 - Community Support</b>			
<b>Net Operating Result</b>	- 947,727	- 1,268,500	76.5%

**Community Wellbeing Division's Capital Financial Summary - End of Feb 2017**

<b>Project</b>	<b>Financial Year Expenditure</b>	<b>Life of Project Expenditure + Commitments</b>	<b>Life of Project Budget</b>
<b>BDC0135 - Child &amp; Family Centre</b>	0	0	1,000,000
<b>PKC0158 - Liz Cunningham Sports Park</b>	73,801.53	2,324,336	2,972,293
<b>PK0159 - Mt Larcom Tennis Court Repairs</b>	8,819.04	88,190.40	120,000
<b>PK0160 - CQ Motorsports Park</b>	611,778.05	703,921.68	1,200,000

**Summary:**

Nil

**Attachments:**

Nil.

**Tabled Items:**

Nil.

**Report Prepared by:** Manager Community Wellbeing

## ECSC/5.7. SUNFEST 2017

**Responsible Officer:** Director Corporate and Community Services

**Committee Meeting Date:** 28 March 2017

**File Ref:** CR 2.13

### **Purpose:**

The purpose of this report is to provide Councillors with a de-brief on the delivery of SUNFest 2017.

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

THAT:

1. The de-brief report on the 2017 SUNFest program be 'received'.
2. Council consider allocation of further funds in the 2017/18 budget to enable the continuation of the SUNFest program with in-house management.

### **Background:**

SUNFest commenced in January 1998 as a result of the Gladstone City Council Youth Needs Study that recognised the lack of low cost activities and opportunities for youth in the region. SUNFest is held the last two weeks of January school holidays.

In recent years, management of the SUNFest program has been led by Gladstone Festivals & Events Inc. (GFE) with guidance provided by the Youth Interagency and Youth Council structures administered by Community Advisory Service. In mid-2016, Council resolved to relieve GFE of the concurrent responsibilities of managing SUNFest and Australia Day and requested that SUNFest be managed in-house by Community Advisory Service.

### **Consideration:**

As can be seen in the table below, SUNFest 2017 was more successful series of events than the previous year, however, is still behind in metrics from 2014:

Organization - facilitators	Year	No of events	No of participants	Ticket sales \$ value
GRC Community Wellbeing Division	2017	68	531	\$17,435.00
Gladstone Festival and Events (new staff member overseeing event)	2016	48	456	\$15,173.00
Gladstone Festival and Events (new staff member overseeing event)	2015	69	593	\$18,516.00
Gladstone Festival and Events	2014	73	676	\$19,942.00

The inclusion of the Gladstone Youth Council to guide organisation of the event has proven to be very successful.

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

- Gladstone Region Youth Council Members are consulted annually to ensure events delivered will engage young people.
- In-kind sponsorship is sought from local industry to assist with cost of facilitating SUNFest.

**Legal Environmental and Policy Implications:**

- Council is the responsible party for overall public liability, however, specific event organisers are required to carry their own insurance.
- Every SUNFest 2017 activity had a Risk Assessment completed and approved by Gladstone Regional Council OH&S department

**Financial and Resource Implications:**

The 2016/17 budget for SUNFest was \$65,000 and a further \$17,500 was received from ticket sales. Council's net contribution (subsidy) for each SUNFest participant was therefore about \$120 (ie. \$82,500-\$17,500/531).

In-kind support was provided by a number of local sponsors and Council staff in terms of oversight and marketing.

**Commentary:**

As is the case each year, Council is asked to consider the de-brief of the preceding year's events and determine whether things should continue and in the same or different format. Council's options are:

1. SUNFest continues under one (1) of the following management models:
  - a. In-house management by Council.
  - b. Returned to Gladstone Festivals & Events Inc.
  - c. Event managers be invited to submit public tender proposals to run the event.
2. SUNFest is discontinued.

Officers recommend Option 1a (above) and have included a notional \$65,000 budget inclusion for Council's consideration in 2017/18.

**Summary:**

SUNFest continues to provide important, low-cost activities for youth during the summer school holidays, however, the cost of delivering the program is not insignificant.

Promising signs were noted in 2017 with a return to in-house management and officers recommend that the process of re-building SUNFest be continued.

**Attachments:**

Nil

**Tabled Items:**

Nil.

**Report Prepared by:** Youth Development Officer

## ECSC/5.8. ASSESSMENT OF SPORT & RECREATION REGIONAL EVENT FUNDING PROGRAM

**Responsible Officer:** Director Corporate & Community Services

**Committee Meeting Date:** 28 March 2017

**File Ref:** SR3.1

### Purpose:

Sport & Recreation staff recommending allocation of Round 2 of sport and recreation events grants.

### Officer's Recommendation:

THAT the following applications for funding under Round 2 of the Sport & Recreation Event grant be approved:

<b>2016/2017 Regional Sport &amp; Recreation Event Grant Program Round 2</b>		
<b>Organisation</b>	<b>Event</b>	<b>Recommended Funding</b>
Mt Larcom Ladies Bowling Club	Mt Larcom Ladies Bowls Club 2017 Sponsored Day	\$500
Gladstone District Dirtriders Club Inc.	Central QLD Motocross Championships	\$3,000
Gladstone Districts Bushwalkers Club	2017 Combined Club Camp	\$1,000
Gladstone Field Archers Inc.	18 <sup>th</sup> Annual Australian Long Bow & Recurve Muster	\$2,000
Clinton Soccer Club Senior Section Inc.	North QLD May Day Over 35's Football Carnival	\$2,000
Miriam Vale Ladies Bowling Club Inc.	Bush to Beach Carnivale	\$500
Gladstone Bowls Club Inc.	Gladstone Men's Bowls Club Invitation Fours and Pairs Carnival	\$500
Gladstone Tennis & Squash Association	2017 Gladstone Open Age Tennis Tournament	\$2,500
Gladstone & District Junior Rugby League Inc.	QLD Rugby League Central Division Carnival	\$2,000
CQ Mariners Football Club	Inter City Cup – Gladstone Carnival	\$2,000
Gladstone Road Runners Inc.	Eco Fest Trail Run	\$500
Calliope and Districts Campdraft Association Inc.	Calliope Gold Goblet Campdraft	\$1,500
1770 Sailing Club Inc.	Round 3 Greater Wide Bay Dragon Boat Series Regatta	\$2,000
Gladstone Netball Association Inc.	Pam Moore Memorial Carnival	\$2,500
Gladstone Junior Touch Football Association	Hogs Breath Cup	\$1,500

Gladstone & District Hockey Association	Queensland U13 Boys State Hockey Championships	\$3,000
Gladstone & District Junior Rugby League Inc.	Jason Hetherington Cup	\$3,000
Total Motorsport Events Pty Ltd	Stadium Short Course	\$1,500
Calliope Country Club	Calliope Veterans Open Carnival	\$800
Boyne Tannum Bowls Club Inc.	Senior Over 65 Mixed Fours Carnival	\$500
Silver Spurs Western Performance & Quarter Horse Club	Ranch Riding Revue	\$1,000
Baffle Creek Boat Club Inc.	Baffle Creek Raft Race	\$1,500
Gladstone Road Runners Inc.	Harbour Festival Fun Run	\$500
		<b>TOTAL</b> <b>\$35,800.00</b>

### Background:

The Regional Sport & Recreation Event Grant Program (the Program) assists sporting clubs, community groups and businesses to deliver quality sport and active recreational events for the Gladstone region. The objectives of the Program are to:

- Assist local organisations to deliver successful sport & recreation events; □
- Attract, promote and retain quality events that enhance the reputation of the Gladstone region; □
- Attract visitors from outside the Gladstone region who contribute to the region's economic growth; and
- Develop opportunities to host and attract quality events in future years.

The Program has two rounds per year, opening in July and February. Round 2 opened on 1 February and closed 28 February 2017.

In Round 2, applicants can apply for funding up to \$3,000 for events to be held between 1 April and 31 August 2017.

### Consideration:

Council received 26 applications for Round 2 of the program, seeking a total funding amount in excess of \$62,400.00. The number of applications is well above the usual received and has been attributed to Council's active promotion of the program.

23 applicants are recommended for funding and include regionally significant and high participation events, such as:

- Central QLD Motocross Championships;
- Queensland U13 Boys State Hockey Championships;
- Jason Hetherington Cup (Junior Rugby League);
- Pam Moore Memorial Carnival (Netball);
- 2017 Gladstone Open Age Tennis Tournament;
- Hog's Breath Cup (Touch Football); and
- North QLD May Day Over 35's Football (Soccer) Carnival.



In this round of applications, Council is supporting events held across the region including Gladstone, Calliope, Boyne Island/Tannum Sands, Benaraby, Mount Larcom, Miriam Vale, Agnes Water / Seventeen Seventy / Baffle Creek.

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

#### Internal

The Assessment Team for the 2016/2017 Regional Sport & Recreation Event Grant Program Round 2 consisted of:

1. Sport & Recreation Coordinator
2. Sport & Recreation Officer
3. Sport & Recreation Administration Officer

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

Assessment of applications have been historically undertaken by Officers of the Sport and Recreation Section. In light of probity implied with the current assessment process, this round of applications is the last to be assessed under the current practice.

The Sport and Recreation Section is undertaking a review of the *Assessment and Approval of Facility Assistance and Club Development Grants Policy* (P-2014/37) to include the grant administration framework for future funding of sport and recreation event funding.

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

Council's 2016/2017 budget commitment to sport & recreation grants is \$260,000.00.

In light of the reduced number of applications funded under Round 1 of Council's Club Development Grant Program (August/September 2016), savings made has enabled capacity to fund more eligible applications under the Regional Sport & Recreation Event Grant Program.

Funding for Round 2 of the Program is allocated in BU 455 Sport and Recreation Budget for 2016/2017.

### **Commentary:**

Nil.

### **Summary:**

Assessment were conducted 15 March 2017 at the Community Advisory Service.

#### **2016/2017 Regional Sport & Recreation Event Grant Program Round 2**

<b>Organisation</b>	<b>Event</b>	<b>Recommended Funding</b>
Mt Larcom Ladies Bowling Club	Mt Larcom Ladies Bowls Club 2017 Sponsored Day	\$500
Gladstone District Dirtriders Club Inc.	Central QLD Motocross Championships	\$3,000
Gladstone Districts Bushwalkers Club	2017 Combined Club Camp	\$1,000

Gladstone Field Archers Inc.	18 <sup>th</sup> Annual Australian Long Bow & Recurce Muster	\$2,000
Clinton Soccer Club Senior Section Inc.	North QLD May Day Over 35's Football Carnival	\$2,000
Miriam Vale Ladies Bowling Club Inc.	Bush to Beach Carnivale	\$500
Gladstone Bowls Club Inc.	Gladstone Men's Bowls Club Invitation Fours and Pairs Carnival	\$500
Gladstone Tennis & Squash Association	2017 Gladstone Open Age Tennis Tournament	\$2,500
Gladstone & District Junior Rugby League Inc.	QLD Rugby League Central Division Carnival	\$2,000
CQ Mariners Football Club	Inter City Cup – Gladstone Carnival	\$2,000
Gladstone Road Runners Inc.	Eco Fest Trail Run	\$500
Calliope and Districts Campdraft Association Inc.	Calliope Gold Goblet Campdraft	\$1,500
1770 Sailing Club Inc.	Round 3 Greater Wide Bay Dragon Boat Series Regatta	\$2,000
Gladstone Netball Association Inc.	Pam Moore Memorial Carnival	\$2,500
Gladstone Junior Touch Football Association	Hogs Breath Cup	\$1,500
Gladstone & District Hockey Association	Queensland U13 Boys State Hockey Championships	\$3,000
Gladstone & District Junior Rugby League Inc.	Jason Hetherington Cup	\$3,000
Total Motorsport Events Pty Ltd	Stadium Short Course	\$1,500
Calliope Country Club	Calliope Veterans Open Carnival	\$800
Boyne Tannum Bowls Club Inc.	Senior Over 65 Mixed Fours Carnival	\$500
Silver Spurs Western Performance & Quarter Horse Club	Ranch Riding Revue	\$1,000
Baffle Creek Boat Club Inc.	Baffle Creek Raft Race	\$1,500
Gladstone Road Runners Inc.	Harbour Festival Fun Run	\$500
		<b>TOTAL \$35,800.00</b>

**Attachments:**

1. Assessment Summary - 2016/2017 Regional Sport & Recreation Event Grant Program Round 2
2. Regional Sport & Recreation Event Grant Guidelines

**Tabled Items:**

Nil.

**Report Prepared by:** Sport & Recreation Officer

## **ECSC/5.9. GARAGE SALE TRAIL 2017**

**Responsible Officer: Director Corporate and Community Services**

**Committee Meeting Date: 28 March 2017**

**File Ref: CR11.1**

### **Purpose:**

Strategic Community Inclusion Officer seeking Council's approval for Gladstone Regional Council to participate of the Garage Sale Trail initiative for additional three years 2018, 2019 and 2020.

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

That Council resolves to continue the participation of the Garage Sale Trail initiative till 2020.

### **Background:**

Garage Sale Trail is Australia's big weekend of GOOD STUFF with over 15,000 garage sales and stalls happening around the country on Saturday 21 & Sunday 22 October 2017.

Now in its seventh year, Garage Sale Trail is a free, council-powered weekend of garage sales that attracts over 300,000 bargain-loving shoppers nationally. With over 2 million pre-loved treasures expected to be up for sale in the streets, lanes and parks of Australia, it's our national day of haggling.

Gladstone Regional Council has been part of the Garage Sale Trail initiative since 2014. Then, Gladstone Regional Council has previously adopted a resolution to participate of it in the period 2015-2017.

Between 2014 and 2016 the number of registered stallholders across the Gladstone Region has significantly increased:

- 2014 -15 registered stalls
- 2015 - 73 registered stalls
- 2016 - 84 registered stalls

Council's Parks did facilitate the 2014 iteration and since 2015, this has been planned and delivered by the Strategic Community Inclusion Officer (in partnership with Council's Communications and Marketing). As a result of this, Gladstone Regional Council has been recognized by Garage Sale Trail's organisers with the following accolades:

- 2015 - Standout Community Engagement
- 2016 - Excellence in Garage Sale Trail Communications

The Garage Sale Trail has not only become an effective instrument of engagement between Council and its constituents across the Region but also provides the following benefits:

- Environmental - prevents illegal dumping and recycles unused items
- Financial - the average registered stall makes \$550
- Social - brings residents together by mobilizing people

**Consideration:**

Nil.

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

Nil.

**Legal Environmental and Policy Implications:**

Nil.

**Financial and Resource Implications:**

- \$2,500 exc. from Budget for 2016/17

Three years extension will guarantee to Council the same yearly charge (no increase) as the previous period 2014 - 2017 as follows:

- \$2,500 exc. from Budget for 2017/18
- \$2,500 exc. from Budget for 2018/19
- \$2,500 exc. from Budget for 2019/20

**Commentary:**

Nil.

**Summary:**

Nil.

**Attachments:**

Nil.

**Tabled Items:**

Nil.

**Report Prepared by:** Strategic Community Inclusion Officer

**ECSC/6. URGENT BUSINESS**

Nil

**ECSC/7. NOTICE OF MOTION**

Nil

**ECSC/8. CONFIDENTIAL ITEMS**

Nil

**ECSC/9. MEETING CLOSE**

## **ATTACHMENTS**