



**GLADSTONE**  
REGIONAL COUNCIL

# **GENERAL MEETING MINUTES**

**HELD AT THE GLADSTONE ENTERTAINMENT CONVENTION CENTRE  
56 GOONDOON STREET, GLADSTONE**

**On 28 April 2020**

**Commencing at 9.00am**

**Leisa Dowling  
CHIEF EXECUTIVE OFFICER**

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**Elected Members**

Councillor - Mayor M J Burnett  
Councillor G G Churchill  
Councillor K Goodluck  
Councillor R A Hansen  
Councillor C B Cameron  
Councillor D V O'Grady  
Councillor D E Branthwaite  
Councillor C A Trevor  
Councillor N Muszkat

**Officers**

Mrs L Dowling (Chief Executive Officer)  
Miss C Daly (Executive Secretary)  
Mrs T Whalley  
Mr M Holmes  
Mr M Francis  
Mrs A Moore  
Mrs H Robertson

**G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE**

Nil.

**G/0.3.3. MESSAGES OF CONDOLENCE**

Nil.

## **G/0.3.4. DECLARATION OF INTERESTS**

### **MATERIAL PERSONAL INTEREST DECLARATION**

#### **Cr Trevor**

Councillor Chris Trevor declared a material personal interest in Item G/3.7 DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE OF PREMISES FOR A RELOCATABLE HOME PARK (190 SITES) (STAGED) AT LOT 101 BRYANT STREET, AGNES WATER QLD 4677 as he and his wife, Colleen Trevor, are directors of Warabale Pty Ltd as trustee for the CA Trevor Family Trust which jointly owns a large parcel of vacant land, very close to the proposed development and may suffer a loss or gain a benefit dependent on the decision for this item.

Cr Trevor left the room for the consideration of Item G/3.7.

#### **Cr Muszkat**

Councillor Natalia Muszkat declared a material personal interest in Item G/3.4 COUNCILLOR APPOINTMENTS TO BOARDS / COMMITTEE'S / ORGANISATIONS, as she is the current director of the company Stronger Communities Pty Ltd which has a current service agreement with Gladstone Area Promotion Development Limited.

Cr Muszkat left the room for the consideration of Item G/3.4.

### **CONFLICT OF INTEREST**

#### **Cr O'Grady**

Councillor Desley O'Grady declared a perceived conflict of interest in Item G/3.7 DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE OF PREMISES FOR A RELOCATABLE HOME PARK (190 SITES) (STAGED) AT LOT 101 BRYANT STREET, AGNES WATER QLD 4677 as her brother, John Mergard, owns a block at 2717 Roundhill Road, Agnes Water and operates a tourism business within Agnes Water and may suffer a loss or gain a benefit dependent on the decision for this item.

However Cr O'Grady advised that she determined that the perceived interest was not significant, and she would best perform her responsibilities of serving the overall public interest of the whole community by participating in the discussion and voting on this matter.

#### **G/20/4137 Council Resolution:**

Moved Cr Branthwaite  
Seconded Cr Muszkat

Cr O'Grady does not have a conflict of interest in agenda Item G/3.7.

**CARRIED**

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

I would like to say since our Post Election Meeting where all Councillors were sworn in again; welcome to our new Councillors, Councillor Branthwaite and Councillor Cameron and I will reconfirm my thanks to Councillor PJ Sobhanian, Peter Masters, Cindi Bush and welcome back all returning Councillors.

This year Easter was like no other for the Gladstone Region. It would have been our 72<sup>nd</sup> Brisbane to Gladstone Yacht Race and would have been live streamed to the world, thousands of people would have attended the Gladstone Harbour Festival, our Brisbane to Gladstone Village and Yachties festivities. But unfortunately this year the only yachting was Sail Online's Virtual Yacht Race, which a few of us participated in. It was great to see we were still able to in a small way continue our Brisbane to Gladstone Yacht Race, which has a very strong tradition not only in Gladstone but in Queensland and around Australia. Everyone knows that at Christmas time we have the Sydney to Hobart Yacht Race, at Easter we have the Brisbane to Gladstone Yacht Race which is equally as important in our national calendar.

Since our Post Election Meeting, there was a Local Government Association of Queensland Policy Executive teleconference held on the 17<sup>th</sup> of April, where we highlighted our \$600 million-dollar plan for Queensland communities on how the Queensland Government can support Queensland communities through Local Government, to get our local economies back on track during and post the Coronavirus.

On the 23<sup>rd</sup> of April I was fortunate enough to do a tour of the new Gladstone Hospital Emergency Department and I am pleased to advise that it is on schedule to be completed in May and operational in July. That's the \$42 million-dollar new build for the Gladstone Hospital Emergency Department and it is a fantastic new facility. If you have a look at the floor plan you will see just how small the current emergency department is, in comparison to the new department built. Shout out to Glenn Butcher for his hard work in securing \$42 million dollars from the Queensland Government, and for recently securing the Mater Hospital, that is fantastic for health services in the Gladstone Region.

On the 24<sup>th</sup> of April, I attended the Australian Local Government Association Board forum teleconference where we reinforced to the Federal Government our support for an increase in the federal assistance grants to local governments. The Prime Minister himself has said that the best way to support communities, businesses and Councils during this Coronavirus is to use existing programs, that's why they're using the tax office and others, and what better existing program than the programs for Local Government, the Federal Assistance Grants and Roads to Recovery; the programs that have proven from time and time again that they can get the jobs on the ground and keep the economy moving. It is disappointing of course that the Job Keeper program doesn't extend to Local Government but I do take my hat off to the State and Federal Government, they are doing a fantastic job in supporting our communities through these very uncertain times but we would certainly like to see those Federal assistance grants increased at a national level for every local government in Australia, to see an increase in Federal assistance grants to help local Councils ease the burden on local rate payers when their budgets come up in the next few months.

Speaking of things that were different to any other time in the past, was the 25<sup>th</sup> of April, Anzac Day, it was like no other in my lifetime. We have not had dawn services before but it was a long time before I was born, I would like to congratulate the RSL Queensland and our local community

for “Lighting Up the Dawn”, which took place right across not just Queensland, but I believe across Australia and certainly was well participated in across the Gladstone region. I know in my street for as far as I could see left and right, and it is a very long street, everyone was participating and there was only one person who wasn’t and I believe they weren’t home, so it was really great to see the Gladstone Region get out and support our ANZAC’s on Anzac Day.

Coming up of course this weekend in the Gladstone Region is the Boyne Tannum Hookup, it’s the virtual Boyne Tannum Hookup, so if you didn’t have a ticket please jump online and grab your tickets and support that fantastic event. It’s celebrating 25 years this year and is virtual from the 1<sup>st</sup> to the 3<sup>rd</sup> of May, some fantastic prizes are on offer and I really recommend that you get involved, they will be playing live music and everything, it will be a fantastic virtual Boyne Tannum Hookup this year.

This leads into the Labour Day long weekend, another event that won’t be happening in the way it has in the past. On Monday the 4<sup>th</sup> of May, will be the Labour Day Public Holiday in the Gladstone Region and I wish everyone a happy Labour Day Holiday.

I would like to wrap up my Mayoral statement by putting a personal thanks to Central Queensland University’s Associate Vice Chancellor, Professor Owen Nevin, who has finished up at the Central Queensland University. Unfortunately, due to the Coronavirus, the University has had to make significant changes. Professor Owen Nevin has been a champion for our local community, and I wish him all the best in his future endeavors and hopefully he remains in our local community.

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

### **G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 17 MARCH 2020**

**File Ref:** CM7.2

**Purpose:**

Confirmation of the minutes of the General Meeting held on 17 March 2020.

**Officer's Recommendation:**

That the minutes of the General Meeting of Council held on 17 March 2020 be confirmed.

**G/20/4138 Council Resolution:**

Moved Cr Churchill  
Seconded Cr Trevor

That the Officer's Recommendation be adopted.

**CARRIED**

**G/2.2. CONFIRMATION OF SPECIAL MEETING FOR 24 MARCH 2020**

**File Ref:** CM7.2

**Purpose:**

Confirmation of the minutes of the Special Meeting held on 24 March 2020.

**Officer's Recommendation:**

That the minutes of the Special Meeting of Council held on 24 March 2020 be confirmed.

**G/20/4139 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

**CARRIED**



**G/2.3. CONFIRMATION OF POST ELECTION MEETING MINUTES FOR 14 APRIL 2020**

**File Ref:** CM7.2

**Purpose:**

Confirmation of the minutes of the Post Election Meeting held on 14 April 2020.

**Officer's Recommendation:**

That the minutes of the Post Election Meeting of Council held on 14 April 2020 be confirmed.

**G/20/4140 Council Resolution:**

Moved Mayor Burnett  
Seconded Cr Hansen

That the confirmation of the Post Election Meeting Minutes held on 14 April 2020 be deferred so that the Mayoral Statement can be included for consideration.

**CARRIED**

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

### **G/3.1. ESTABLISHMENT OF ADVISORY COMMITTEES**

**File Ref:** CM7.2

**Purpose:**

For Council to consider the re-establishment of formalised Advisory Committees to aid in Council decision-making.

**Officer's Recommendation:**

That, in accordance with the provisions of section 264(1)(b) of the *Local Government Regulation 2012*, Council re-establish the following Advisory Committees:

1. Gladstone Saiki Sister City Advisory Committee in accordance with the Terms of Reference in Attachment 1.
2. Gladstone Region Youth Council Advisory Committee in accordance with the Terms of Reference in Attachment 2.

**G/20/4141 Council Resolution:**

Moved Cr Hansen  
Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

**CARRIED**

## **G/3.2. BUSINESS IMPROVEMENT COMMITTEE**

**File Ref:** CM26.2

### **Purpose:**

The purpose of this report is to meet Councils statutory obligations for reporting on matters reviewed by the Business Improvement Committee along with consideration of Councillor and external member appointments to the Committee.

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

That Council:

1. Appoint Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Committee with Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as a alternate members; and
2. Receive and accept the minutes of the Business Improvement Committee Meeting held on 4 March 2020; and
3. Endorse an extension to the tenure of Sandra Collins for an additional 3.5 years with tenure to expire in December 2023;
4. Endorse an extension to the tenure of Stephen Coates for an additional 3.5 years with tenure to expire in December 2023;
5. Endorse a change to the name of the Committee to reflect a new name of Audit and Risk Committee, noting this will be administratively updated on relevant corporate documents.

### **G/20/4142 Council Resolution:**

Moved Cr Trevor  
Seconded Cr Cameron

That Council appoint Cr Goodluck and Cr O'Grady to the Committee with Cr Branthwaite and Cr Muzzkat as alternate members.

**CARRIED**

### **G/20/4143 Council Resolution:**

Moved Cr Hansen  
Seconded Cr Churchill

That Council Receive and accept the minutes of the Business Improvement Committee Meeting held on 4 March 2020.

**CARRIED**

### **G/20/4144 Council Resolution:**

Moved Cr Hansen  
Seconded Cr Goodluck

That Council endorse an extension to the tenure of Sandra Collins for an additional 3.5 years with tenure to expire in December 2023.

**CARRIED**

**G/20/4145 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr Trevor

Endorse a change to the name of the Committee to reflect a new name of Audit, Risk and Improvement Committee, noting this will be administratively updated on relevant corporate documents.

**CARRIED**

### **G/3.3. GLADSTONE AIRPORT CORPORATION BOARD APPOINTMENTS**

**File Ref:** FM19.1

**Purpose:**

This report presents correspondence from the Gladstone Airport Corporation (GAC) regarding Director appointments to the Gladstone Airport Corporation.

**Officer's Recommendation:**

That Council accept the recommendation of the Gladstone Airport Corporation and reappoint Graeme Kanofski and Tina Zawila to the Board of the Gladstone Airport Corporation for a further two-year term commencing 1 July 2020.

**G/20/4146 Council Resolution:**

Moved Cr Trevor  
Seconded Cr Muszkat

That:

1. Council reappoint Graeme Kanofski and Tina Zawila to the Board of the Gladstone Airport Corporation for a further one-year term commencing 1 July 2020; and
2. A report on future options for the Gladstone Airport including partnering with other airports and bringing the operation back in house be tabled at a future Council meeting by 31 December 2020.

**CARRIED**

### **G/3.4. COUNCILLOR APPOINTMENTS TO BOARDS / COMMITTEES / ORGANISATIONS**

**File Ref:** CM7.2

**Purpose:**

For Council to consider and nominate Councillors to several internal and external boards, committees and groups.

**Officer's Recommendation:**

That Council resolve to:

1. Nominate the following board appointments to external organisations:
  - Cr \_\_\_\_\_ to the board of Gladstone Area Promotion & Development Limited
  - Cr \_\_\_\_\_ to the Education Queensland Industry Partnership Board of Management
  - Mayor Burnett to the Gladstone Foundation Board of Advice.
  
2. Nominate the following committee / group appointments to external organisations with each nominee to provide written quarterly updates to all Councillors and the Chief Executive Officer:
  - Cr \_\_\_\_\_ to the Gladstone PCYC Branch Advisory Committee.
  - Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Management Committee of Capricorn Pest Management Group.
  - Cr \_\_\_\_\_ to the Gladstone Local Marine Advisory Committee.
  - Cr \_\_\_\_\_ to the Gladstone Healthy Harbour Partnership.
  - Cr \_\_\_\_\_ to the Port Welfare Committee.
  - Cr \_\_\_\_\_ to the Gladstone LNG Regional Community Consultative Committee.
  - Cr \_\_\_\_\_ to the Gladstone Safe Night Precinct Public Consultative Committee.
  - Mayor and Cr \_\_\_\_\_ to the Gladstone Regional Road and Transport Group.
  - Mayor and Deputy Mayor to Central Queensland Regional Organisation of Councils.
  - Cr \_\_\_\_\_ to assist with the administration of the Gladstone & District Sports Foundation Trust.
  
3. Make the following appointments to Gladstone Regional Council committees / groups:
  - Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Saiki Sister City Advisory Committee with the Mayor as an ex-officio member;
  - Cr \_\_\_\_\_ as chair of the Gladstone Regional Council State Emergency Service Management Group.
  - Cr \_\_\_\_\_ as chair of the Rural Fire Brigades Advisory Group.
  - Cr \_\_\_\_\_ as chair of the Regional Arts Development Fund committee.
  - Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Transport Environment Advisory Group.
  - Cr \_\_\_\_\_ as co-chair and Cr \_\_\_\_\_ to the Reconciliation Action Plan Advisory Group.
  - Mayor be appointed as Chairperson and Deputy Mayor be appointed as Deputy Chairperson of the Local Disaster Management Group.
  - Cr \_\_\_\_\_ to the Human and Social Recovery Sub-group.
  - Cr \_\_\_\_\_ to the Economic Recovery Sub-group.
  - Cr \_\_\_\_\_ to the Environment Recovery Sub-group.

- Cr \_\_\_\_\_ to the Infrastructure Recovery Sub-group.

**Cr Muszkat (declared Material Personal Interest)  
left the room during the consideration and voting of  
Item G/3.4 Appointment to Gladstone Area Promotion & Development Board.  
(refer G/0.3.4 Disclosure of Interest section of the minutes – page 4)**

**G/20/4147 Council Resolution:**

Moved Cr Churchill  
Seconded Trevor

That Council resolve to appoint Cr Rick Hansen to the board Gladstone Area Promotion and Development Limited.

**CARRIED**

**G/20/4148 Council Resolution:**

Moved Cr Trevor  
Seconded Cr Muszkat

That Council resolve to appoint Cr Desley O’Grady and Cr Glenn Churchill to the Saiki Sister City Advisory Committee with the Mayor as an ex-officio member.

**CARRIED**

**G/20/4149 Council Resolution:**

Moved Cr Hansen  
Seconded Cr Cameron

That Council resolve to appoint Cr Glenn Churchill to the Gladstone PCYC Branch Advisory Committee.

**CARRIED**

**G/20/4150 Council Resolution:**

Moved Cr Trevor  
Seconded Cr Churchill

That Council resolve to appoint the Mayor and Deputy Mayor to Central Queensland Regional Organisation of Councils.

**CARRIED**

**G/20/4151 Council Resolution:**

Moved Cr O’Grady  
Seconded Cr Churchill

That Council resolve to appoint Cr Chris Cameron and Cr Kahn Goodluck to the Management Committee of Capricorn Pest Management Group.

**CARRIED**

**G/20/4152 Council Resolution:**

Moved Cr Trevor  
Seconded Cr Hansen

That Council resolve to appoint Cr Chris Cameron to the Port Welfare Committee.

**CARRIED**

**G/20/4153 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr Cameron

That Council resolves to appoint Cr Darryl Branthwaite to the Gladstone Healthy Harbour Partnership.

**CARRIED**

**G/20/4154 Council Resolution:**

Moved Cr Muszkat  
Seconded Cr Goodluck

That Council resolves to appoint Cr Glenn Churchill to the Gladstone Safe Night Precinct Public Consultative Committee.

**CARRIED**

**G/20/4155 Council Resolution:**

Moved Cr Hansen  
Seconded Cr Branthwaite

That Council resolve to appoint the Mayor as Chairperson and Deputy Mayor as Deputy Chairperson of the Local Disaster Management Group.

**CARRIED**

**G/20/4156 Council Resolution:**

Moved Cr Goodluck  
Seconded O'Grady

That Council resolves to appoint Cr Chris Trevor and Cr Rick Hansen to the Transport Environment Advisory Group.

**CARRIED**

**G/20/4157 Council Resolution:**

Moved Cr O'Grady  
Seconded Cr Hansen

That Council resolves to appoint Cr Natalia Muszkat as co-chair and Cr Desley O'Grady to the Reconciliation Action Plan Advisory Group.

**CARRIED**

**G/20/4158 Council Resolution:**

Moved Cr Churchill  
Seconded Cr Goodluck

That Council resolves to appoint Cr Chris Trevor to assist with the administration of the Gladstone & District Sports Foundation Trust.

**CARRIED**



**G/20/4159 Council Resolution:**

Moved Cr Churchill  
Seconded Cr Muszkat

That Council resolves to appoint Cr Chris Trevor as chair of the Gladstone Regional Council State Emergency Service Management Group and the Rural Fire Brigades Advisory Group.

**CARRIED**

**G/20/4160 Council Resolution:**

Moved Cr Hansen  
Seconded Cr O'Grady

That Council resolves to appoint Cr Chris Cameron to the Education Queensland Industry Partnership Board of Management.

**CARRIED**

**G/20/4161 Council Resolution:**

Moved Cr Churchill  
Seconded Cr Trevor

That Mayor Burnett be appointed to the Gladstone Foundation Board of Advice, subject to the Gladstone Foundation Board of advice accepting Cr Natalia Muszkat as a subsequent appointee.

**CARRIED**

**G/20/4162 Council Resolution:**

Moved Mayor Burnett  
Seconded Cr Churchill

That Council nominate Cr Darryl Branthwaite and Cr Natalia Muszkat to the Local Marine Advisory Committee subject to the approval of the Local Marine Advisory Committee, and that Cr Natalia Muszkat be appointed to the Reef Guardians Committee.

**CARRIED**

**G/20/4163 Council Resolution:**

Moved Cr Hansen  
Seconded Cr Trevor

That Council resolve to appoint Cr Kahn Goodluck and Cr Darryl Branthwaite to the Gladstone Regional Road and Transport Group.

**CARRIED**

**G/20/4164 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr Branthwaite

That Council resolve to appoint Cr Glenn Churchill as chair of the Regional Arts Development Fund committee.

**CARRIED**

**G/20/4165 Council Resolution:**

Moved Cr Goodluck  
Seconded Churchill

That Council resolve to appoint Cr Darryl Branthwaite to the Gladstone LNG Regional Community Consultative Committee.

**CARRIED**

**G/20/4166 Council Resolution:**

Moved Mayor Burnett  
Seconded Cr Churchill

That consideration of the appointments to the Recovery Sub-groups be deferred and that a further report be provided to Council.

**CARRIED**

**G/20/4167 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr Trevor

That Council resolve to appoint Cr Rick Hansen to the board of Gladstone Airport Corporation.

**CARRIED**

**The meeting adjourned for  
morning tea at 10.44am and  
reconvened at 11.10am.**

### **G/3.5. BIOSECURITY PROGRAM (SURVEILLANCE) WINTER 2020**

**File Ref:** EM12.6

**Purpose:**

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

**Officer's Recommendation:**

That in accordance with section 235 of the *Biosecurity Act 2014*, Council authorise the attached Biosecurity Program (Surveillance) for the period 12 May 2020 to 31 October 2020.

**G/20/4168 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

**CARRIED**

**G/3.6. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2020**

**File Ref:** FM15.1

**Purpose:**

This report seeks Council adoption of the Monthly Financial Statements for the 2019-20 year to date, for the period ended 31 March 2020.

**Officer's Recommendation:**

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2019-20 year to date, for the period ended 31 March 2020 as required under Section 204 *Local Government Regulation 2012*.

**G/20/4169 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

**CARRIED**

**Cr Trevor (declared Material Personal Interest)**  
**left the room during the consideration and voting of**  
**Item G/3.4.** (refer G/0.3.4 Disclosure of Interest section of the minutes – page 4)

**G/3.7. DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE OF PREMISES FOR A RELOCATABLE HOME PARK (190 SITES) (STAGED) AT LOT 101 BRYANT STREET, AGNES WATER QLD 4677**

**File Ref:** DA/26/2018 and DB1.7

**Development Application:**

**Application Number:** 26/2018  
**Applicant:** Vellamo Lifestyle Pty Ltd C/- Urban Planet Town Planning Consultants  
**Owner:** ARDNEH Developments Pty Ltd & Auckland Point Pty Ltd  
**Confirmation Notice:** 16 August 2018  
**Location:** Lot 101 Bryant Street, Agnes Water  
**RPD:** Lot 101 SP 176830  
**Area:** 11.07 hectares  
**Current Use of Land:** Vacant  
**Zoning:** Emerging Community Zone  
**Proposal:** Material Change of Use for a Relocatable Home Park (190 sites) over 16 stages  
**Public Notification Period:** 6 November 2018 to 27 November 2018  
**Number of Submissions:** 19 Properly Made Submissions & Two (2) Not Properly Made Submissions

**Purpose:**

The purpose of this report is to assess Development Application 26/2018 for Material Change of Use for a Relocatable Home Park (190 Sites) (16 Stages) on land at Lot 101 Bryant Street, Agnes Water, against the *State Planning Policy July 2017*, and the *Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2* under the *Planning Act 2016*.

**Officer’s Recommendation:**

That Development Application 26/2018 for a Material Change of Use for a Relocatable Home Park on land at Lot 101 Bryant Street, Agnes Water, be recommended for approval. The approval is supported by a Notice of Reasons as follows:

**Notice of Reasons:**

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

**Description of the development:**

The approved development is for Material Change of Use for a Relocatable Home Park.

**Assessment Benchmarks:**

Benchmarks applying to the development:	Benchmark reference:
<i>State Planning Policy July 2017</i>	<ul style="list-style-type: none"> <li>• State Interest – Liveable Communities</li> <li>• State Interest – Water Quality</li> </ul>

	<ul style="list-style-type: none"> <li>• State Interest - Natural Hazards, Risk and Resilience</li> </ul>
<i>Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2</i>	<ul style="list-style-type: none"> <li>• Strategic Framework</li> <li>• Acid Sulphate Soils Overlay Code</li> <li>• Biodiversity Overlay Code</li> <li>• Bushfire Hazard Overlay Code</li> <li>• Emerging Communities Zone Code</li> <li>• Development Design Code</li> <li>• Landscaping Code</li> </ul>

### Reasons for the Assessment Manager's Decision:

1. The Application was properly made in accordance with the *Planning Act 2016* and the Development Rules; and
2. Conditions have been recommended to mitigate inconsistencies with the relevant benchmarks of the *State Planning Policy July 2017* and the *Our Place Our Plan Gladstone Regional Council Planning Scheme Version 2*.

### Reasons for Approval despite any Non-compliance with certain Benchmarks:

Benchmarks applying to the development	Reasons for the approval despite non-compliance with benchmark
Strategic Framework – 3.4 Community Living – Strategic Outcome 3.4.1 (1)	Compliance with Strategic Framework – 3.4 Community Living – Strategic Outcome 3.4.1 (1) via a condition
Strategic Framework – 3.4 Community Living – Strategic Outcome 3.4.1 (4)	Generally compliant with Strategic Framework – 3.4 Community Living – Strategic Outcome 3.4.1 (4)
Strategic Framework – 3.4 Community Living – Strategic Element 3.4.2. – Housing Growth	Compliance with Strategic Framework – 3.4 Community Living – Strategic Element 3.4.2. – Housing Growth via conditions
Strategic Framework – 3.4 Community Living – Strategic Element 3.4.2 – Housing Mix	Generally compliant with Strategic Framework – 3.4 Community Living – Strategic Element 3.4.2 – Housing Mix
Strategic Framework – 3.5 Connecting Our Places – Strategic Outcome 3.5.1 (1) and (5)	Compliance with Strategic Framework – 3.5 Connecting Our Places – Strategic Outcome 3.5.1 (1) and (5) via a condition
Strategic Framework – 3.6 Building it Better – Strategic Outcome 3.6.1 (5)	Compliance with Strategic Framework – 3.6 Building it Better – Strategic Outcome 3.6.1 (5) via a condition
Strategic Framework – 3.6 Building it Better – Strategic Outcome 3.6.1 (8)	Compliance with Strategic Framework – 3.6 Building it Better – Strategic Outcome 3.6.1 (8) via a condition
Strategic Framework – 3.6 Building it Better – Strategic Element 3.6.2 - Building it better: New neighbourhoods	Compliance with Strategic Framework – 3.6 Building it Better – Strategic Element 3.6.2 - Building it better: New neighbourhoods via conditions
Strategic Framework – 3.7 Our Environment and Heritage – Strategic Outcome 3.7.1 (5) and Biodiversity Overlay Code	Generally compliant with 3.7 Our Environment and Heritage – Strategic Outcome 3.7.1 (5) and Biodiversity Overlay Code based on Concurrence Agency Decision Notice

Biodiversity Overlay Code – Table 8.2.3.3.1 – Performance Outcome 5.	Compliance with Biodiversity Overlay Code – Table 8.2.3.3.1 – Performance Outcome 5 via a condition.
Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Performance Outcome 1.	Compliance with Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Performance Outcome 1 via a condition.
Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Acceptable Outcome 3.	Compliance with Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Acceptable Outcome 3 via a condition.
Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Acceptable Outcome 4.2.	Compliance with Bushfire Hazard Overlay Code – Table 8.2.4.3.1 – Acceptable Outcome 4.2 via a condition.
Emerging Community Zone Code – Table 6.2.19.3.1 – Acceptable Outcome 4.1.	Compliance with Emerging Community Zone Code – Table 6.2.19.3.1 - Performance Outcome 4 via conditions.
Emerging Community Zone Code – Table 6.2.19.3.1 – Performance Outcome 7.	Compliance with Emerging Community Zone Code – Table 6.2.19.3.1 - Performance Outcome 7 via conditions.
Emerging Community Zone Code – Table 6.2.19.3.1 – Performance Outcome 8.	Compliance with Emerging Community Zone Code – Table 6.2.19.3.1 - Performance Outcome 8 via conditions.
Development Design Code – Table 9.3.2.3.1	Compliance with Development Design Code – Table 9.3.2.3.1 via conditions.
Landscaping Code – Table 9.3.5.3.1	Landscaping Code – Table 9.3.5.3.1 via conditions.

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

N/A

**Matters raised in Submissions and Councils response in dealing with these matters:**

As listed in the report.

**Matters prescribed by a regulation:**

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

**Conditions of Approval:**

The following provides the Conditions of Approval under section 63(2)(3e) of the *Planning Act 2016*:

**Approved Documentation**

1. Development is to be carried out generally in accordance with the submitted application including the following plans and supporting documentation except where amendments are required to satisfy the conditions of this approval:

Drawing Number	Revision	Description	Author	Date
SD100	6	Site Plan	PW Architecture	17/9/2019

SD101	2	Community Centre Floor Plan	PW Architecture	5/3/2018
SD102	2	Unit Floor Plans 1	PW Architecture	5/3/2018
SD101	2	Unit Floor Plans 2	PW Architecture	5/3/2018

And supporting documents

Document Number	Revision	Description	Author	Date
FC-16-078	0	Conceptual Stormwater Management Plan (Quality)	Engineering Solutions Qld Pty Ltd	4/4/2018
FC-16-078	1	Conceptual Stormwater Management Plan (Quantity)	Engineering Solutions Qld Pty Ltd	25/10/2018
FC-16-078	A	Sewerage Supply Analysis	Engineering Solutions Qld Pty Ltd	17/10/2018
FC-16-078	0	Engineering Services Report	Engineering Solutions Qld Pty Ltd	17/4/2018
-	1	Agnes Water Relocatable Home Park Economic Need Assessment	MacroPlan	October 2019

### Special Conditions

2. Stage 1 is to be completed within six (6) years from the subject approval taking effect. Each subsequent stage is to be completed within two (2) years of the commencement of use of the previous stage.
3. Prior to lodging the first Development Application to Council, the Applicant must amend the Site Plan to include the following changes:
  - a. Each dwelling site adjoining a Rural Residential Zone must be a minimum of 300m<sup>2</sup> in area; and
  - b. The proposed rear landscape buffer directly adjoining the Rural Residential Zone is to be increased to 5m off the boundary. The relevant dwellings must maintain an offset a minimum of 1.5m off the dwelling site boundary in addition to the landscape buffer.
4. Prior the lodging the first Development Application to Council, the Applicant must submit to Council for approval detailed Building Plans for the proposed dwelling types further outlining the
  - a. a variety of at least four different textures, colours and designs within the external façade of the building must complement the established costal character of the area. Details of the proposed colour scheme, materials and finishes for all external areas of the building
  - b. dwelling heights must not exceed 4.5 metres and one storey from ground level.
5. At all time, the Relocatable Home Park must operate in accordance with the *Manufactured Homes (Residential Uses) Act 2003*.
6. At all times, the Relocatable Home Park must not exceed the development yield of 190 sites.



7. At all times, strata titling of individual sites will not be permitted.
8. Communal facilities must be accessible for the sole use of the residents and their guests and must be provided in a central location. Construction shall be in accordance with the *Disability Discrimination Act 1992*.
9. Upon commencement of the use, the identified RV parking must remain as ancillary parking for the Relocatable Home Park residents.

*Note: Use of the site for accommodation in Caravans/RVs for the general public for short term holiday purposes is not permitted.*

### **Operational Works**

10. A Development Permit for Operational Works must be obtained from Council prior to the commencement of construction of each applicable stage. The Development Application for Operational Works is to include the following:
  - a. Earthworks (including retaining walls) (as applicable);
  - b. Road works (including extensions, private access gates, signage and footpaths) (Stage 1);
  - c. Water Infrastructure (Stage 1);
  - d. Sewer Infrastructure (Stage 1);
  - e. Stormwater Management (quantity, quality, flood and drainage control) (as applicable);
  - f. Erosion and Sediment Control (as applicable);
  - g. Construction Management (as applicable);
  - h. Street lighting, electrical and telecommunications (Stage 1); and
  - i. Landscaping, environmental protection and associated works (as applicable).
11. As part of each Operational Works application, the submission of a Construction Management Plan for the proposed works for each stage must be submitted for approval by Council. The Construction Management Plan must identify:-
  - a. How the relocatable homes will be transported to site;
  - b. The route/s that construction/delivery traffic will utilise;
  - c. Times of the day delivery to site is scheduled;
  - d. Number of vehicle trips to/from site scheduled per day;
  - e. Details of approvals from other authorities;
  - f. Provide evidence of information being issued to adjoining residents; and
  - g. Any other critical elements raised by Council in consideration of the Operational Works application.
12. As part of the first Development Application for Operational Works, the Applicant is to provide a Water Master Plan (including modelling) for approval by Council for the entire development site. The assessment shall include a staging assessment to ensure all infrastructure is appropriately sized.
13. As part of the first Development Application for Operational Works, the Applicant must extend Council's water supply infrastructure, within the western verge of Bryant Street, to the end of the proposed cul-de-sac.
14. As part of the first Development Application for Operational Works, a water service connection is to be provided from Council's water supply infrastructure to the front property boundary (Bryant Street). The location and size of the water service (and any associated fire service) is to be determined in consultation with Council.

*Advisory Note: Only (one) water connection point is permitted to the development, further stages must connect to the existing connection point.*

15. As part of the first Development Application for Operational Works, connections to Council's live water reticulation network must be carried out by Council. The cost of these works is to be borne by the Applicant.

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

16. As part of the first Development Application for Operational Works, the proposed development must provide a master meter at the property boundary and sub meters for each dwelling in accordance with the Queensland Plumbing and Drainage Code. Sub-meters must be purchased from Council.

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

17. As part of the first Development Application for Operational Works, the Applicant is to provide a Sewer Master Plan (including modelling) for the approval by Council for the entire development site. The assessment shall include a staging assessment to ensure all infrastructure is appropriately sized.

18. As part of the first Development Application for Operational Works, the Applicant is to construct a gravity sewer main from Manhole 217072 or 217073, along the northern verge of Bicentennial Drive and north through Lot 28 RP858105, such that the proposed development can obtain a connection Council's sewerage network.

19. As part of the first Development Application for Operational Works, all sanitary drainage is to drain into a new 1050mm diameter privately owned maintenance hole within the south-western corner of the development site, prior to connecting to Council's sewerage infrastructure. The location and size of the sewer service is to be determined in consultation with Council.

20. As part of the first Development Application for Operational Works, connections to Council's live sewerage network must be carried out under the supervision of Council. The cost of these works are to be borne by the Applicant.

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

21. As part of Operational Works, the retention basins must be constructed at the following stages of the development:

- a. Stage 1 – Western Basin; and
- b. Stage 7 – Eastern Basin.

22. As part of the first Development Application for Operational Works, the Applicant is to extend Bryant Street as an 11m wide Residential Collector, within a 22m (minimum) wide road reserve, to an appropriately designed cul-de-sac, on the alignment shown on the approved Site Plan, in accordance with Council's Road Hierarchy Policy.

23. As part of the first Development Application for Operational Works, the Applicant is to submit a Traffic Impact Assessment Report that:

- a. Provides swept path analysis for the largest design vehicle accessing the development within the internal road network;
- b. Demonstrate that emergency vehicle access and parking facilities will be provided onsite;
- c. Demonstrate sufficient queuing area is provided between the cul-de-sac and vehicular control point (entrance gate), such that the influx of traffic will not adversely affect traffic or pedestrian flows along Bryant Street, in accordance with AS2890.
- d. As part of the first Development Application for Operational Works, the Applicant must construct a 2 metre wide concrete footpath for the full extent of Bryant Street, along the eastern verge, connecting into the existing footpath located along Donohue Drive, in accordance with Council's Standard Drawing Concrete Pathway/Bikeway Details.

*Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.*

24. As part of any Development Application for Operational Works, any new retaining walls which are visible from the road reserve, must receive a surface treatment such as rendering or cladding to maintain the visual amenity of the streetscape. The treatments must complement with the proposed colour pallet of the proposed buildings.
25. As part of the first Development Application for Operational Works, a Master Landscaping and Rehabilitation Plan is to be provided in accordance with Table 9.3.5.3.2 - Plant Species List of the Landscaping Code of the *Our Place Our Plan Gladstone Regional Council Planning Scheme* and the Capricorn Municipal Development Guidelines - Landscaping C273 Construction Specification. The Master Landscaping Plan is to be certified by a Landscape Architect and/or a suitably qualified environmental consultant. It must include a detailed ongoing rehabilitation and maintenance plan for the area marked as "Revegetated Open Space and Activity Area" including the revegetation, enhancement and weed management of the disturbed area.

*Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.*

26. As part of the first Development Application for Operational Works, the Applicant must construct a minimum 1.8m high solid acoustic fence to all property boundaries.
27. Development Applications for Operational Works shall be designed and constructed in accordance with Australian Standards, the Engineering Design Planning Scheme Policy under the *Our Place Our Plan Gladstone Regional Council Planning Scheme* or any other applicable standards at the time of lodgement. Prior to the commencement of the use, all Operational Works conditioned by this approval must be accepted "on maintenance" by Council.

*Advisory Note: The Capricorn Municipal Development Guidelines within the Engineering Design Planning Scheme Policy is the current document for preparing any Development Application for Operational Works which is found at <http://www.cmdg.com.au/index.htm>.*

## **Bushfire Hazard**

28. Prior to the commencement of the use for Stage 1, the Applicant must submit a Bushfire Hazard Assessment and Evacuation Plan to Council for approval. The Management Plan is to:

- a. Be prepared by a suitably qualified person experienced in the area of bushfire management;
- b. Be provided for the whole of the site;
- c. Provide an evacuation and emergency plan in the event of a bushfire event;
- d. Identify of the location and severity of all bushfire risks including vegetation, topography and bushfire history;
- e. Identify fire risk reduction features including fire-fighting facilities to be installed and their ongoing maintenance schedule;
- f. Demonstrate that each stage is adequately serviced with onsite firefighting equipment; and
- g. Be implemented by the Applicant for the life of the approval.

29. The Applicant is to construct all internal roads with a minimum formed width of 6m and with a maximum grade of 12.5%.

### **Building, Plumbing and Drainage Works**

30. The Applicant is required to obtain a Development Permit and Building Final for Building Works for each site in accordance with the *Planning Act 2016*. Construction is to comply with the *Building Act 1975*, the National Construction Code and the requirements of other relevant authorities.
31. The Applicant is required to obtain a Development Permit for Plumbing and Drainage Works and Plumbing and Drainage Final for each site in accordance with the *Planning Act 2016*. Construction is to comply with the *Plumbing and Drainage Act 2018* and the requirements of other relevant authorities.
32. As part of Building Works, all outdoor lighting is to comply with Australian Standard AS4282 – Control of the Obtrusive Effects of Outdoor Lighting.
33. As part of any Building Works, the location of the proposed buildings shall comply with Council Policy P-2015/36 Building Over or Adjacent to Council Infrastructure.
34. As part of any Building Works, where a habitable room window is within 9m of another habitable room window or private open space of another Dwelling adjacent to the premise:
  - a. Windows are provided with fixed translucent glazing, such as frosted or textured glazing, for any part of the window less than 1.5m above floor level; or
  - b. Windows are provided with fixed with permanent external screens that are:
    - i. Solid translucent screens; or
    - ii. Perforated panels or trellises that have a maximum of 50% openings, with a maximum opening dimension of 50mm, and that are permanently fixed and durable; and
    - iii. Offset a minimum of 300mm from the wall of the building.
35. Prior to the commencement of the use for each stage, all plant and equipment (including air conditioners, exhaust fans and the like) are to be housed, screened and located so that these do not cause environmental nuisance or harm to residential uses in the surrounding area.
36. Prior to the commencement of the use for each stage, all lighting at ground level and associated with illuminating ground level areas must be focused downwards and be provided with hoods, shades or other permanent devices to direct illumination downwards and not allow upward lighting to adversely affect the residential uses on this site and the adjoining the sites.

## Stormwater Infrastructure

37. Prior to the commencement of the use, all stormwater infrastructure is to be constructed on the site generally in accordance with the approved Site Based Stormwater Management Plan and any associated Operational Works approval, including quality and quantity infrastructure. The stormwater infrastructure is to be in accordance with the Engineering Design Planning Scheme Policy under the Gladstone Regional Planning Scheme, State Planning Policy and Queensland Urban Drainage Manual.

## Transportation Services

38. Prior to the commencement of the use of Stage 1, a C2 Commercial Driveway is to be constructed in accordance with Council's Standard Drawing Urban Commercial/Industrial Driveway.

*Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.*

39. Prior to the commencement of Stage 1, a minimum of 8 visitor car parking, and 16 RV parking spaces are to be constructed on site generally in accordance with the approved plans, including designated disabled car parking spaces. The communal spaces and associated vehicle movement areas are to be constructed, sealed, line marked, provided with wheel stops and maintained in accordance with the Engineering Design Planning Scheme Policy under the *Our Place Our Plan Gladstone Regional Council Planning Scheme* and AS2890.1.
40. Prior to the commencement of the use of Stage 1, a minimum of four (4) bicycle spaces are to be constructed onsite within 20m of the communal facilities. All bicycle spaces are to be constructed in accordance with AS2890.3 (2015).
41. Prior to the commencement of the use, any damage to the driveway crossing and kerb and channel shall be repaired at the owner's expense and to Council's Standard Drawing Urban Commercial/Industrial Driveway.

*Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines - Drawings and Specifications at <http://www.cmdg.com.au/index.htm>.*

42. Prior to the commencement of the use for each stage, all grassed footpath areas disturbed by the development are to be top dressed and turfed following completion of construction activity.
43. Prior to the commencement of the use, any manholes located on the proposed driveway are to be covered with Class D Covers to AS 3996, maintained at finished surface levels and must remain accessible at all times.
44. At all times, each relocatable home site must access the internal road network only. Direct access to any Council road not permitted.
45. At all times, individual relocatable home sites must be able to accommodate a minimum of two car parking spaces and, if applicable, one recreational vehicle parking space.

## Landscaping

46. Prior to commencement of the use for each stage, all landscaping areas are to be constructed with an appropriate irrigation system. Details of the irrigation system are to be provided as part of the Master Landscaping Plan.

## Waste Management

47. Prior to the commencement of the use of each stage, refuse bins are to be provided in accordance with the approved Waste Management at a rate of:
- a. Residential Dwellings: 1 x 240L General Waste wheelie bin and 1 x 240L Recyclable Waste wheelie bin per dwelling; and
  - b. Community Facilities: 1 x 1.1m<sup>3</sup> General Waste Bulk Bins and 1 x 1.1m<sup>3</sup> Recyclable Waste Bulk Bins.
48. Prior to the commencement of the use of each stage, the waste storage area/s at the community facilities are to be sufficient in size to house all waste collection containers including recycling waste containers. The waste storage area/s must be suitably enclosed and imperviously paved, with a hose cock and hose fitted in close proximity to the enclosure to ensure the area can be easily and effectively cleaned.
49. Prior to the commencement of the use of each stage, open storage areas shall be adequately screened so as not to detract from the visual amenity of the area. One way of achieving compliance with this condition is as follows:
- a. Outdoor storage areas are situated in locations not visible from the street; and
  - b. A 1.8m solid screen fence is located around storage areas.

## Electrical, Telecommunication and Gas services

50. All electrical (and telecommunication) conduits are to be installed (including conduits under roads, under concrete pathways and beneath retaining walls etc.) together with the associated infrastructure (including electrical pits, light pole and sub-station footings etc.).
51. Prior to the commencement of Stage 1, a Certificate of Supply shall be provided to demonstrate connection of electricity supply to the subject site.

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

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

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

## Survey Plan Endorsement

53. The Applicant is to provide registered easement documents in favour of Council and at no cost to Council over relevant infrastructure (access, water supply, sewerage, stormwater, etc) within the development and over other parts of the development property as may be deemed necessary by Council having considered the engineering drawings submitted with the Operational Works application for a particular stage of the development.

**Lawful Commencement**

54. Prior to the commencement of the use for each stage, the Applicant is to request a Compliance Inspection be undertaken by Council to confirm that all conditions of this Development Permit are considered compliant.
55. Upon receipt of confirmation from Council that the relevant conditions of this staged Development Permit are considered compliant, the Applicant is to notify Council within 20 business days that this approved use has lawfully commenced.

**G/20/4170 Council Resolution:**

Moved Cr Muszkat  
Seconded Cr Branthwaite

That the Officer's Recommendation be adopted.

**CARRIED**

**G/3.8. AMENDMENT TO METERED STANDPIPE (MOBILE AND FIXED) & HYDRANT USAGE POLICY**

**File Ref:** CM28.2

**Purpose:**

To amend the Mobile Metered Standpipe (Mobile and Fixed) and Hydrant Usage Policy to accommodate amended business practices for the COVID-19 Public Health Emergency.

**Officer's Recommendation:**

That the P-2014-26 Mobile Metered Standpipe (Mobile and Fixed) and Hydrant Usage Policy be amended by inserted a new clause 3A:

*"5.4 ADDITIONAL CONDITIONS FOR USING A MOBILE METERED STANDPIPE*

*...*

- 3A. Where it is not practical for a Mobile Metered Standpipe to be returned to the Gladstone Lyons Street Depot in accordance with Additional Condition 3, GRC may at their absolute discretion, by written notice to a user, prescribe an alternate method of meter reading verification. A user must comply with any prescribed method of meter reading verification.*

*...*

**G/20/4171 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr Hansen

That the Officer's Recommendation be adopted.

**CARRIED**



**G/4. DEPUTATIONS**

Nil.

**G/5. COUNCILLORS REPORT**

Nil.

**G/6. URGENT BUSINESS**

Nil.

**G/7. NOTICE OF MOTION**

Nil.

**G/8. CONFIDENTIAL ITEMS**

Nil.

There being no further business the Mayor formally closed the meeting.

**THE MEETING CLOSED AT 12.22 pm.**

**CERTIFICATION**

I hereby confirm that I have read the minutes and they are a true and correct record of the proceedings of the meeting.  
I certify that these 34 pages form the official copy of Gladstone Regional Council General Meeting Minutes of the 28 April 2020.

.....  
Mayor Matt Burnett

...../...../.....  
Date

**ATTACHMENTS**