



GENERAL MEETING NOTICE AND AGENDA

**TO BE HELD AT THE COUNCIL CHAMBERS – CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On Tuesday 20 May 2025

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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G/1. MAYORAL STATEMENT OF CURRENT ISSUES

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 6 MAY 2025

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 20 May 2025

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 6 May 2025.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 6 May 2025 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 6 May 2025.

G/3. DEPUTATIONS

G/4. OFFICERS' REPORTS

G/4.1. 2024/25 OPERATIONAL PLAN - QUARTER THREE PERFORMANCE REPORT

Responsible Officer: General Manager People and Strategy

Prepared By: Manager Strategy and Improvement

Council Meeting Date: 20 May 2025

File Ref: CM14.2

Purpose:

To present Council with the third quarterly performance report for the 2024/25 Operational Plan.

Officer's Recommendation:

That Council endorse the 2024/25 Operational Plan Quarter Three Performance Report.

Summary:

This 2024/25 Operational Plan Quarter Three Performance Report showcases our achievements from January to March 2025, demonstrating progress on our 2021-26 Corporate Plan. More specifically, it details outcomes of our core services and eight initiatives from the 2024/25 Operational Plan. It also details progress for one Initiative extended into this financial year from the 2023/24 Operational Plan.

Of these nine initiatives, one initiative is completed, one is of concern and seven are on track.

2024/25 Operational Plan Initiative progress

Table One: Quarter Three (Q3) 2024/25 Progress Overview

Goal	Initiative	Target Progress	Actual Progress	Status
Connecting Communities	Making community facilities more accessible and inclusive	92%	84%	●
	Finalising the Planning Scheme review	100%	100%	●
	Strengthening community involvement in our decision making	74%	74%	●
Delivering Value	Optimising maintenance delivery	61%	61%	●
Our People	Making it easier for our people to stay safe	50%	50%	●
	Embedding constructive culture	60%	60%	●
	Making employee facilities safer and more contemporary	64%	60%	●
Accountable Council	Towards Target Zero and a healthier environment	62%	62%	●

● On Track | ● Concern | ● Complete | ● Extended

2023/24 Operational Plan – Extended Initiative

Table Two: Quarter Three (Q3) 2024/25 Progress Overview

Goal	Initiative	Target Progress	Actual Progress	Status
Delivering Value	<u>Future of Fleet</u>	65%	55%	

 On Track |  Concern |  Complete |  Extended

A summary of progress is shared below with further detail regarding milestones achieved in the attached report.

Link to Corporate Plan:

Accountable Council - We are providing good stewardship built on a foundation of trust.

Background:

The 2024/25 Operational Plan and Budget, endorsed by Council on 16 July 2024 is designed to deliver the goals of our Corporate Plan. The 2024/25 Operational Plan and Budget consists of eight initiatives and 48 core services, enabled by our Budget. Progress of Initiatives and services is monitored through quarterly performance reports, with this report focusing on the third quarter of 2024/25 – January to March 2025.

Risk Management Summary:

Based on the progress to date, there is a low risk of the 2024/25 Operational Plan not being delivered in full, on time and within budget.

Options and Opportunity Analysis:

Making community facilities more accessible and inclusive - on track

- Small-scale projects are progressing well.
- A structured approach for larger projects is in place, supporting investment decisions.
- A three-year plan prioritizes projects, with designs ready for the 2025/26 budget.
- Accessibility standards for Premier Parks have been set and will be shared soon.

Strengthening community involvement in our decision making - on track

Various community forums were delivered this quarter at locations including Miriam Vale, Lowmead, Gladstone and Builyan. Opportunities to improve community forums have been identified through an evaluation process with improvements planned for how we schedule, prepare topics and close the loop on outcomes.

Learn more about our Community Forums including details on upcoming forums and wrap ups from past forums at www.conversations.gladstone.qld.gov.au/community-forums.

Finalise the Planning Scheme review - complete

This initiative was completed early in the financial year. Refer to the [2024/25 Operational Plan Quarter One Performance Report](#) for more information on the completion of this initiative.

Optimising Maintenance Delivery - on track

Centralised maintenance has been implemented for all operational teams and following launch of the Asset Register last quarter, it is now being actively used and updated. This is now forming part of how we effectively manage our assets and identify efficiencies in our day-to-day work. Parks crews have started using automated Work Management, making it easier to do their work and delivering a more efficient and effective service for our communities.

Future of Fleet - on track

Installation of the GPS devices was paused in February 2025 to address questions from employees regarding the consultation and use of the data collected through the system. This pause was important to allow time to answer questions considerably and enable effective change management. To ensure the system capabilities and intended use are clear to our people, additional focus has been put into communications. This has delayed progress in the remaining milestones however, adjustments have been made to ensure the initiative can be completed within the financial year. The initiative is now set to be finalised by 30 June 2025.

Making it easier for our people to stay safe - on track

Competency to operate machinery safely is being actively managed in alignment with our new verification of competency (VOC) program which has received positive feedback from operational teams. Work is continuing to develop capability in our people, strengthen our safety practices and prepare for the launch of the Safety Management System site next quarter. This site will include accessible tools and resources for our people, making it easier for our people to manage safety and stay safe. The Initiative team are confident the desired outcomes of the Initiative will be achieved by June 2025.

Embedding Constructive Culture - on track

Support to reinforce constructive behaviour and good change management practices into other initiatives has continued this quarter as part of our commitment to embed constructive culture. Leadership and business partner support increased for the Roads Program Delivery Team to remove roadblocks and make it easier to be constructive. A 'we recognise our part' video for our Roads Crews was developed and shared.

Making employee facilities safer and more contemporary - concern

Two of three key packages of work are in progress while the other (prefabricated amenities for three sites) has been put to market. Due to a high dependency on timing and receipt of submissions from the market, there is risk that this package of work will be delayed. Additional support is being wrapped around this Initiative as we actively monitor and work to mitigate the risk, so the work can be completed by 30 June 2025 and the Initiative outcomes and benefits can be achieved.

Towards Target Zero - on track

Historical energy usage across 20 Council facilities has been reviewed so we can estimate, and measure future benefits of opportunities identified in the energy audits. Additionally, around 50 per cent of energy audits across 20 Council facilities have been completed in preparation to outwork energy saving opportunities next financial year. The solar array was originally planned to be delivered at one of Council's wastewater treatment plants however our electrical infrastructure was incompatible due to its size and age. Installation of the solar array remains in planning and will now be located at the Gladstone Aquatic Centre, one of Council's largest energy use sites. Installation planning for this site will soon start, with efforts to ensure minimal impact to our community and operations of the Aquatic Centre.

Stakeholder Engagement:

Initiative Leads, Sponsors and subject matter experts to produce the 2024/25 Operational Plan Quarter Three Performance Report. Following Council endorsement, the attached report will be published on Council's website.

Outcomes within the report will be shared with our community on social media and promoted internally with our people to share how we are progressing our goals and playing our part in the success of our community.

Legal and Regulatory Implications:

Section 174(3) *Local Government Regulation 2021* (Preparation and adoption of annual operational plan) states that: The Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.

Financial and Resource Implications:

Initiatives with allocated budget and subsequent commitments are identified within the attached report. Development of and communications for quarterly performance reports are delivered using internal resources only.

Anticipated Resolution Completion Date:

3 June 2025

Attachments:

1. 2024/25 Operational Plan – Quarter Three Performance Report

G/4.2. NEW LEASE - MT LARCOM SHOW SOCIETY

Responsible Officer: General Manager Community and Lifestyle

Prepared By: Community Leasing Officer

Council Meeting Date: 20 May 2025

File Ref: CP8.2

Purpose:

To allow Council to consider the lease to Mt Larcom Show Society Inc over Lot 1 SP 183256, situated at 52 Popenia Road, Mt Larcom, with Council as Trustee of the reserve land.

Officer's Recommendation:

That Council:

1. Resolves that 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the proposed lease of 52 Popenia Road, Mt Larcom (Lot 1 SP 183256) to Mt Larcom Show Society Inc; and
2. Enters into a lease with Mt Larcom Show Society Inc for a period of 10 years at a rate of \$1.00 per annum payable on demand.

Summary:

A trustee community lease has been assessed by Council's Community Leasing Officer in line with Council's Land Transaction Policy (P-2023-02) with a recommendation presented for Council's consideration.

Link to Corporate Plan:

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Delivering Value - We work efficiently to deliver value for your rates.

Resilient Economy - We play our part in supporting the success of our region.

Background:

Council is the trustee of reserve land described as Lot 1 SP 183256 situated at 52 Popenia Road, Mt Larcom, which is zoned for community facilities.

In previous years, Council has offered a licence agreement to Mt Larcom Show Society to use the whole of land at 52 Popenia Road for activities prior, during and after the annual show. These activities include temporary parking, overnight camping, and access to the adjoining land at 31 The Narrows Road (Lot 12 DS 233). This adjoining lot is leased by Mt Larcom Show Society direct from the State of Queensland.

To support future growth and increased activities, the Mt Larcom Show Society are entering into registered trustee lease with Council. The lease area is shown in Image 1 below, shaded blue. The lease will commence May 2025 and expire April 2035 ("the Lease").

Through community consultation, there have been no objections to the planned use and a Land Management Plan has been adopted by the Minister at the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development (the Department).



Image 1 - 52 Popenia Road, Mt Larcom

Risk Management Summary:

The proposed recommendation is made in accordance with Council's Land Transaction Policy and is consistent with Council's current appetite for minimal Reputational risk.

Options and Opportunity Analysis:

It is the Officer's recommendation that Council resolve a new lease to the Mt Larcom Show Society Inc.

It is proposed, that subject to discussions with the Mt Larcom Show Society Inc, the lease will be on the following terms:

- Lease Area: Whole of Land (Image 1 above);
- Term: 10 years (community organisation exemption);
- Rent: \$1.00 per annum payable on demand;
- Outgoings: The responsibility of the Lessee;
- Maintenance: The responsibility of the Lessee; and
- Conditions: Standard community lease conditions.

The opportunities associated with the Officer's recommendation are:

- Security of tenure for Mt Larcom Show Society Inc;
- The Officer's recommendation is consistent with Council's current policy; and
- Generally, 10 years is sufficient to secure government funding where the land is owned or managed by Council in addition, Council regularly provides letters of support to assist organisations with funding opportunities.
- Provides clarity of the responsibilities of the lessee and of Council.
- Enables Council to continue to provide the land to Mt Larcom Show Society Inc at a peppercorn rate, supporting the provision of recreation activities.

Stakeholder Engagement:

Engagement with stakeholders was included in the lease negotiation process, including:

- Mt Larcom Show Society Inc
- DoR
- General Manager Community and Lifestyle
- Manager Community Partnerships
- Community Leasing Officer
- Asset Planning
- Environment team
- Parks Program Delivery
- Adjoining land users

Through the Officer's engagement with Mt Larcom Show Society, the following is provided as supporting information:

May 2025 – Lessee Snapshot	
Membership Numbers	91
Number of Volunteers	300-400 at the show – varying from RSL, scouts, rotary groups, boys brigade, CWA, SES and so forth.
Success Story	Chain Saw National Titles were held at the Show in 2024 and it was so successful they are hosting the Hot Saw championships in 2025.
Planned Upgrades	Through a lease, the adjoining land can be maintained and made safe for the permitted use of parking, overnight camping. Sufficient water supply.
Challenges	Parking can be a challenge. Lack of water for animals and shower facilities, but this is being rectified with new connections in June 2025.

Legal and Regulatory Implications:

Under the Land Act 1994, S48 (1)(a) approval of the Land Management Plan by the Minister is required. This plan has been adopted by the Minister.

Under s227 of the Local Government Regulation 2012 ("LGR"), Council cannot dispose of a valuable noncurrent asset contract (a contract for the lease or sale of freehold land) unless it first invites written tenders or offers the non-current asset for sale by auction.

In this instance there are three (3) applicable exceptions to s227 of the LGR:

1. Section 236 (1)(b)(ii) where the valuable non-current asset is disposed of to a community organisation;
2. Section 236 (1)(c)(iii) for the purpose of renewing the lease of land to the existing tenant of the land; and
3. Section 236 (2), an exception mentioned in subsection 216 (1)(a) to (e) applies to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.

By virtue of s236(1)(b)(ii) and s236(2), Council can enter into a trustee lease with the lessee without first inviting written tenders or sale by auction, and for a value below market value because the Lessee is a community organisation.

Financial and Resource Implications:

The lease execution will be undertaken by the Community Leasing Team and will not require any unbudgeted resources (financial or otherwise).

Anticipated Resolution Completion Date:

It is estimated that the lease renewal could be finalised and executed by 30 June 2025.

Attachments:

Nil

G/4.3. LEASE RENEWAL - TURKEY BEACH PROGRESS ASSOCIATION

Responsible Officer: General Manager Community and Lifestyle

Prepared By: Community Leasing Officer

Council Meeting Date: 20 May 2025

File Ref: CP8.2

Purpose:

To allow Council to consider the renewal of the lease to Turkey Beach Progress Association Inc over Lot 2 SP 165862, situated at 39 Worthington Road, Turkey Beach, with Council as Trustee of the reserve land.

Officer's Recommendation:

That Council:

1. Resolves that 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the proposed lease of 39 Worthington Road, Turkey Beach (Lot 2 SP 165862) to Turkey Beach Progress Association Inc; and
2. Enters into a lease with Turkey Beach Progress Association Inc for a period of 10 years at a rate of \$1.00 per annum payable on demand.

Summary:

A community lease renewal has been assessed by Council's Community Leasing Officer in line with Council's Land Transaction Policy (P-2023-02) with a recommendation presented for Council's consideration.

Link to Corporate Plan:

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Background:

Council is the trustee of reserve land described as Lot 2 SP 165862 situated at 39 Worthington Road, Turkey Beach, which is zoned for recreation and open space.

The Turkey Beach Progress Association Inc leases the land from Council under a registered lease. The lease area is shown in Image 1 below, shaded blue. The lease commenced on 1 May 2016 to 30 April 2021 ("the Lease") and is currently in a holdover status.



Image 2 - 39 Worthington Road, Turkey Beach

Risk Management Summary:

The proposed recommendation is made in accordance with Council's Land Transaction Policy and is consistent with Council's current appetite for minimal Reputational risk.

Options and Opportunity Analysis:

It is the Officer's recommendation that Council resolve to renew the Turkey Beach Progress Association Inc's lease for a further term.

It is proposed, that subject to discussions with the Turkey Beach Progress Association Inc, the lease will be on the following terms:

- Lease Area: As per the current lease (Image 1 above);
- Term: 10 years (community organisation exemption);
- Rent: \$1.00 per annum payable on request;
- Outgoings: The responsibility of the Lessee;
- Maintenance: The responsibility of the Lessee; and
- Conditions: Standard community lease conditions.

The opportunities associated with the Officer's recommendation are:

- Security of tenure for Turkey Beach Progress Association Inc;
- The Officer's recommendation is consistent with Council's current policy; and
- Generally, 10 years is sufficient to secure government funding where the land is owned or managed by Council in addition, Council regularly provides letters of support to assist organisations with funding opportunities.
- Provides clarity of the responsibilities of the lessee and of Council.
- Enables Council to continue to provide the land to Turkey Beach Progress Association Inc at a peppercorn rate, supporting the provision of community hall activities.

Stakeholder Engagement:

Engagement with stakeholders was included in the lease negotiation process, including:

- Turkey Beach Progress Association Inc
- General Manager Community and Lifestyle
- Manager Community Partnerships
- Community Leasing Officer

Through the Officer's engagement with Turkey Beach Progress Association Inc, the following is provided as supporting information:

May 2025 – Association Snapshot	
Membership Numbers	28 members – an increase from last year.
Number of Volunteers	The number can vary for each event, but the club never has trouble getting volunteers.
Success Story	It was a great success to arrange an event and celebrate the Turkey Beach 50 th Birthday.
Planned Upgrades	If successful with grant applications the association will be adding air-conditioning inside the hall and a covered shelter along the back of hall.
Challenges	No challenges to report.

Legal and Regulatory Implications:

Under s227 of the Local Government Regulation 2012 ("LGR"), Council cannot dispose of a valuable noncurrent asset contract (a contract for the lease or sale of freehold land) unless it first invites written tenders or offers the non-current asset for sale by auction.

In this instance there are three (3) applicable exceptions to s227 of the LGR:

1. Section 236 (1)(b)(ii) where the valuable non-current asset is disposed of to a community organisation;
2. Section 236 (1)(c)(iii) for the purpose of renewing the lease of land to the existing tenant of the land; and
3. Section 236 (2), an exception mentioned in subsection 216 (1)(a) to (e) applies to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.

By virtue of s236(1)(b)(ii) and s236(2), Council can enter into a trustee lease with the lessee without first inviting written tenders or sale by auction, and for a value below market value because the Lessee is a community organisation.

Financial and Resource Implications:

The renewal of the lease will be undertaken by the Community Leasing Team and will not require any unbudgeted resources (financial or otherwise).

Anticipated Resolution Completion Date:

It is estimated that the lease renewal could be finalised and executed by 30 June 2025.

Attachments:

Nil

G/4.4. LEASE RENEWAL - GLADSTONE DISTRICT DIRTRIDERS

Responsible Officer: General Manager Community and Lifestyle

Prepared By: Community Leasing Officer

Council Meeting Date: 20 May 2025

File Ref: CP8.2

Purpose:

To allow Council to consider the renewal of the lease to Gladstone District Dirtriders Club Inc over Lease D on SP 253031, situated at 177 Jono Porter Drive, Benaraby, with Council as Trustee of the reserve land.

Officer's Recommendation:

That Council:

1. Resolves that 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the proposed lease of 177 Jono Porter Drive, Benaraby (Lease D on SP 253031) to Gladstone District Dirtriders Club Inc; and
2. Enters into a lease with Gladstone District Dirtriders Club Inc for a period of 10 years at a rate of \$1.00 per annum payable on demand.

Summary:

A community lease renewal has been assessed by Council's Community Leasing Officer in line with Council's Land Transaction Policy (P-2023-02) with a recommendation presented for Council's consideration.

Link to Corporate Plan:

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Background:

Council is the trustee of reserve land described as Lease D on SP 253031 situated at 177 Jono Porter Drive, Benaraby, which is zoned for Sport and Recreation.

The Gladstone District Dirtriders Club Inc leases the land from Council under a registered lease. The lease area is shown in Image 1 below, shaded blue. The lease commenced on 1 June 2013 to 31 May 2023 ("the Lease") and is currently in a holdover status.



Image 3 - Lease Area - 177 Jono Porter Drive

Risk Management Summary:

The proposed recommendation is made in accordance with Council's Land Transaction Policy and is consistent with Council's current appetite for minimal Reputational risk.

Options and Opportunity Analysis:

It is the Officer's recommendation that Council resolve to renew the Gladstone District Dirtriders Club Inc's lease for a further term.

It is proposed, that subject to discussions with the Gladstone District Dirtriders Club Inc, the lease will be on the following terms:

- Lease Area: As per the current lease (Image 1 above);
- Term: 10 years (community organisation exemption);
- Rent: \$1.00 per annum payable on request;
- Outgoings: The responsibility of the Lessee;
- Maintenance: The responsibility of the Lessee; and
- Conditions: Standard community lease conditions.

The opportunities associated with the Officer's recommendation are:

- Security of tenure for Gladstone District Dirtriders Club Inc;
- The Officer's recommendation is consistent with Council's current policy; and
- Generally, 10 years is sufficient to secure government funding where the land is owned or managed by Council in addition, Council regularly provides letters of support to assist organisations with funding opportunities.
- Provides clarity of the responsibilities of the lessee and of Council.
- Enables Council to continue to provide the land to Gladstone District Dirtriders Club Inc at a peppercorn rate, supporting the provision of sport and recreation activities.

Stakeholder Engagement:

Engagement with stakeholders was included in the lease negotiation process, including:

- Gladstone District Dirtriders Club Inc
- General Manager Community and Lifestyle

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- Manager Community Partnerships
- Community Leasing Officer

Through the Officer's engagement with Gladstone District Dirttriders Club Inc, the following is provided by the Lessee as supporting information:

May 2025 – Lessee Snapshot	
Membership Numbers	125 members The club anticipates an increase when 1st competitive event is run in June. Events also attract non club members to the facility.
Number of Volunteers	8 consistent volunteers
Success Story	The club received a grant to upgrade the irrigation of the track to assist with easier maintenance of turning over the dirt to ride. A come and try day was held at the start of the year (with the assistance of Council). The event was very successful and made members of the public aware of the facilities and purpose of the club.
Planned Upgrades	The club has good infrastructure in place, however, an upgrade to a more permanent administration building would be beneficial as the club currently uses a portable building that is too small for needs.
Challenges	The club doesn't have any notable challenges. They're appreciative of the use of the land and the opportunity it provides to the club members.

Legal and Regulatory Implications:

Under s227 of the Local Government Regulation 2012 ("LGR"), Council cannot dispose of a valuable noncurrent asset contract (a contract for the lease or sale of freehold land) unless it first invites written tenders or offers the non-current asset for sale by auction.

In this instance there are three (3) applicable exceptions to s227 of the LGR:

1. Section 236 (1)(b)(ii) where the valuable non-current asset is disposed of to a community organisation;
2. Section 236 (1)(c)(iii) for the purpose of renewing the lease of land to the existing tenant of the land; and
3. Section 236 (2), an exception mentioned in subsection 216 (1)(a) to (e) applies to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.

By virtue of s236(1)(b)(ii) and s236(2), Council can enter into a trustee lease with the lessee without first inviting written tenders or sale by auction, and for a value below market value because the Lessee is a community organisation.

Financial and Resource Implications:

The renewal of the lease will be undertaken by the Community Leasing Team and will not require any unbudgeted resources (financial or otherwise).

Anticipated Resolution Completion Date:

It is estimated that the lease renewal could be finalised and executed by 30 June 2025.

Attachments:

Nil

G/4.5. REGIONAL ARTS DEVELOPMENT FUND ROUND 2 2024/2025**Responsible Officer:** General Manager Community and Lifestyle**Prepared By:** Manager Arts and Entertainment**Council Meeting Date:** 20 May 2025**File Ref:** CC7.16**Purpose:**

The purpose of this report is to present the outcomes of the assessment process and to seek Council's endorsement of the committee's recommendations regarding the applications received for Round Two of the 2024/2025 Regional Arts Development Fund.

Officer's Recommendation:

That Council accepts the recommendations of the Regional Arts Development Fund Committee and approves funding to applications received for Round Two 2024/2025 as detailed in the table below:

Applicant	Requested Funding	Recommended Funding
Bettina (Bina) Van Haeften	\$3,500.00	\$3,500.00
Gladstone Men's Shed	\$8,000.00	\$8,000.00
Natalie Heinemann	\$2,192.00	\$2,192.00
Michael Jarzebak	\$1,000.00	\$1,000.00
David Jacobs	\$11,575.00	\$0.00
Of One Mind	\$12,500.00	\$4,000.00
Heart of Agnes Community Association Inc.	\$11,648.00	\$11,348.00
Leah Chynoweth-Tidy	\$200.00	\$0.00
Bettina (Bina) Van Haeften	\$918.00 (conditional approval for 12 months)	\$918.00
TOTALS	\$51,333.00	\$30,958.00

Summary:

The Regional Arts Development Fund (RADF) and the funding partnership between Gladstone Regional Council and Arts Queensland is an important component of arts and culture development in the Gladstone Region.

The RADF Committee is an independent group of industry representatives selected for their expertise in creative and cultural industries. The Committee assesses each application and provides recommendations for funding and independent advice to support the RADF program.

Applications must demonstrate how the project will directly benefit the arts and culture ecology of the Gladstone Region. They are assessed in line with the RADF Guidelines with consideration of Arts Queensland General Guidelines and the region's Arts and Cultural Development Plan.

Link to Corporate Plan:

Connecting Communities - We work with you and for you, supporting the success of our communities.

Background:

RADF is a Queensland Government and Gladstone Regional Council partnership to support local arts and culture in Regional Queensland. Local arts and cultural groups and individuals can apply for funding for short-term projects during two rounds each year. Out-of-Round or Quick-Response applications are open year-round for those seeking funds up to \$2,000.

In Round Two 2024/2025 nine applications were received, requesting a total of \$51,333.00. At the RADF Committee assessment meeting on Wednesday, 2 April 2025, 5 of the 9 applications were recommended for full funding, a further 2 were recommended for partial funding and 2 were declined totalling \$30,958.00 in funding recommended and \$20,375.00 in funding declined.

Application summaries as outlined below:

Applicant	RADF0120242025 Bettina (Bina) Van Haeften
Recipient	Bina Van Haeften
Project Title	Video documentation of artistic practice
Project Description	Creation of Bina Van Haeften Arts Practice video which will be displayed on loop during solo exhibition 'BIOPHILIA'
Total Value	\$4,552.67
Total Funding Requested	\$3,500.00
RADF Recommendation	\$3,500.00 Full Funding Recommended

Applicant	RADF0220242025 Ron Steen
Recipient	Gladstone Men's Shed
Project Title	Workshops
Project Description	Implementation of LED lighting and mosaic art workshops to expand creative opportunities for its members. Following the success of art glass fusion course in 2024 there is demonstrated strong demand for ongoing creative activities beyond traditional woodworking and metal work found in most sheds. This project will fund 3 beginner workshops led by local artists, training 12 participants in essential skills, with 4 members participating in advanced training to establish the foundation for a permanent leadlighters group led by members.
Total Value	\$10,750.00
Total Funding Requested	\$8,000.00
RADF Recommendation	\$8,000.00 Full Funding Recommended

Applicant	RADF0320242025 Natalie Heinemann
Recipient	Natalie Heinemann
Project Title	Music Recording Sessions
Project Description	Professional recording of vocal tracks for 3 original songs at 'The Nest' Recording studio of Brad Butcher, in Rockhampton. Mix and master of tracks, along with funding the musicians required to accompany the recordings.
Total Value	\$3,373.21
Total Funding Requested	\$2,192.00
RADF Recommendation	\$2,192.00 Full Funding Recommended
Further Information	Support for emerging artist wishing to pursue development in professional endeavours, however would like to see a life plan for the release of music once recorded beyond personal social platforms. Reach, engagement and community benefit to be addressed.

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Applicant	RADF0420242025 Michael Jarzebak
Recipient	Gladstone Performing Arts Company (GPAC)
Project Title	Workshops with Jonathon Welch – Enhancing Musical Skills
Project Description	GPAC is excited to announce a series of workshops with Jonathon Welch to be held on 29 June 2025 at the GECC Playhouse (to be confirmed). The series will consist of an adult choral workshop targeting beginner to intermediate level singers, junior choral workshop aimed at school-aged students, and a masterclass on conducting and vocal ensemble leadership for music teachers. The workshops aim to enhance musical skills across different age groups and experience levels.
Total Value	\$2,889.50
Total Funding Requested	\$1,000.00
RADF Recommendation	\$1,000.00 Full Funding Recommended

Applicant	RADF0520242025 David Jacobs
Recipient	David Jacobs
Project Title	Young Voices of the Gladstone Region
Project Description	This project seeks to mentor and develop young local artists in the Gladstone region by providing them with hands-on experience in songwriting, music production, and professional recording. Our primary goal is to support and foster the talents of young musicians, including my 11-year-old daughter, who is an accomplished singer, songwriter, and performer. The project will result in the recording and potential release of several original songs, including a piece dedicated to Queensland, the Sunshine State.
Total Value	\$17,500.00
Total Funding Requested	\$11,375.00
RADF Recommendation	Not Recommended for Funding
Further Information	Application lacked in evidence to support outcomes, unclear on engagement processes and budget unclear. Quotes attached but no firm confirmation on who will be delivering each element. Project application indicates <i>possible</i> release giving some uncertainty of results. Recommended re-application with mentor and clearer project outcomes, possible collaboration with local artist development opportunities and evidence of life plan after music is recorded/developed.

Applicant	RADF082024/2025 Joane Pratt
Recipient	One of Mind
Project Title	WOW – Women of the World Exhibition
Project Description	This grant will be used to facilitate the delivery of a multi-pronged visual arts project as part of the WOW – Women of the World Festival Gladstone from 15-17 October. Activities to be delivered include: A locally curated exhibition featuring works by female and female-identifying artists; Exhibition opening night, featuring spoken word and music performances; community weaving workshop process with established artists resulting in the creation of a series of pieces to be installed at the Festival; open community weaving workshop at the Festival; In Her Name commission of 2 local photographers
Total Value	\$34,080.00

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Total Funding Requested	\$12,500.00
RADF Recommendation	\$4,000.00 Partial Funding to Cover Weaving Workshop Artist Fee
Further Information	Application included income of \$5,000 unconfirmed grant funding. Confirmation and CV of one Artist attached to application (Weaving Workshop) the artist fee portion of this application was recommended for funding.

Applicant	RADF0920242025 Byron Mulligan
Recipient	Heart of Agnes Community Association Inc
Project Title	The Agnes Time Capsule Documentary – preproduction
Project Description	The Agnes Time Capsule Documentary is a medium-length film focused on the iconic Australian town of Agnes Water-1770; providing a modern-day snapshot of the rapidly changing Queensland community. A collaborative grassroots project involving many local and regional contributors, the documentary aims to serve as a visual marker in time through a historic period of change; a true record of a QLD community's profile and progress in 2025, while preserving the unique Australian stories and heritage of those involved in the formation of the township. This pre-production project will see all stages of community engagement, planning and technical development complete and ready for filming-commencement.
Total Value	\$16,198.00
Total Funding Requested	\$11,648.00
RADF Recommendation	\$11,348.00 Recommended Partial Funding
Further Information	Recommended for funding excluding \$300.00 catering fee

Applicant	RADF1020242025 Leah Chynoweth-Tidy
Recipient	Leah Chynoweth-Tidy
Project Title	Songs From The Reef
Project Description	A Community songwriting program along the QLD music trail, hosted by I Heart Songwriting Club, with each songwriter to create 10 songs during the program 'from the Reef'. Proudly developed and presented by I Heart Songwriting Club
Total Value	\$200
Total Funding Requested	\$200
RADF Recommendation	Not Recommended for Funding
Further Information	Application did not comply with the RADF guidelines, project was already in commencement with key deliverable dates falling outside of the required timeframe, other components in the budget falling later in the project could have been outlined. Recommend re-apply with mentor assistance

Applicant	RADF1120242025
Recipient	Bettina (Bina) Van Haeften
Project Title	International Natural Art Workshop Exhibition
Project Description	The project consists of two components: 1) Establishing the artistic and cultural connection between Gladstone Region Artist Bina Van Haeften and The Himalayan Rilung Foundation through a 3 week Artist Residency and workshop facilitation at the Mountainwind Eco-versity Campus, and developing a concept (with the Foundation Director Ritu Varuni) for a program of exchange between

	<p>Gladstone Region artists and artists of the remote Himalayan Region of Himachal Pradesh.</p> <p>2) Four day business meeting with Art Critic and Curator Georgina Maddox and Director of Galley Art Positive (GAP) Anu Bajaj for the concept development of a solo exhibition of Bina Van Haeften's artwork at GAP in New Delhi (incl. exploration of various other galleries). The funds will enable the artist to travel from Himachal Pradesh to New Delhi and cover accommodation during her 5 day stay, to have the exceptional opportunity to meet face-to-face with gallery directors and curators.</p>
Total Value	\$3,641.56
Total Funding Requested	\$918.00
RADF Recommendation	\$918.00 Recommended Full Funding
Further Information	*update* Due to civilian flights being cancelled, and travel being unsafe to New Delhi this proposal has been paused until safe to travel. After consulting with the finance team we seek to endorse this application with no requirement to re-submit the application with the condition that it is carried out within 12 months. Should it not be achievable in the next 12 months applicant will need to re-apply to a future round.

The RADF partnership between Arts Queensland and Gladstone Regional Council is a flexible co-investment model designed to support a diverse range of local arts and cultural initiatives. This fund is accessible to both external applicants and internal, council-led projects that align with identified local priorities.

One such priority has been the development of a Public Art Master Plan—an initiative long recognised as a critical need by both the RADF committee and local artists. The Gladstone Regional Art Gallery & Museum has been working in partnership with UAP (Urban Art Projects) to define the scope and key deliverables of this plan. This foundational work has now reached a point where we are ready to move forward with the finalisation and delivery of the Public Art Master Plan.

The completion of the Public Art Master Plan is expected to not only articulate a clear vision for public art across the Gladstone Region but also to foster community engagement, grow new audiences, and create meaningful employment opportunities for local artists.

Importantly, the Master Plan will provide a strategic framework to guide future public art procurement and speak to the community's feedback for public art. It will also establish protocols for the ongoing management and maintenance of public artworks, ensuring their longevity and continued relevance in the region.

Risk Management Summary:

Applications for RADF are administered through the online portal Smarty Grants. This portal permits a more transparent scoring and commentary process. The Committee has independently assessed Round Two applications using the assessment form on Smarty Grants and has made recommendations based on the pre-set criteria.

Options and Opportunity Analysis:

The RADF Committee is committed to the development of arts and culture across the region and recognise that the fund is a development fund. The Committee seeks to maintain good governance principles and follow a fair and transparent assessment process. The RADF Committee assesses and makes recommendations upon each application in line with the Arts Queensland General Guidelines, the Gladstone Regional Council Arts and Cultural Development Plan and the Fund's guidelines, criteria and outcome expectations. The Committee's recommendations are presented to Council, and Council makes the final decision on which applications will receive funding and to what level. Council can decide to fund projects which were not recommended for funding by the Committee; this could however impact on the reputation and integrity of the RADF program.

Stakeholder Engagement:

The RADF Committee consists of passionate local arts and cultural workers, members of arts and culture groups, local organisations or associations, and those who are active in the arts and culture community. The Committee was involved in the assessment process and engaged relevant stakeholders within Council and with applicants in a mentoring capacity as requested in relation to their application. The Regional Arts Development Fund Committee met on 2 April 2025 for the Round 2 assessment meeting. The Committee were all in agreement regarding the recommendations made to Council in this report.

Legal and Regulatory Implications:

The RADF Committee has no legislative standing under the Local Government Act 2019 or Local Government Regulation 2012. Council endorsement of funding recommendations is required. RADF is a financial partnership between the Queensland Government (Arts Queensland) and Gladstone Regional Council to support local arts and culture in Regional Queensland. RADF is informed by Council's Arts and Cultural Development Policy and is bound by the Regional Arts Development Fund Terms of Reference.

Financial and Resource Implications:

The total available budget for RADF Round 2 FY 2024/25 is \$93,314.25. The total funds requested by applicants in this Round is \$51,333.00 with the committee recommending amount to be allocated totalling \$30,958.00. If Council approves this recommendation there will be a remaining \$62,356.25.

GRAGM have awarded UAP Pty Ltd the Public Art Masterplan project, expected to total \$59,940 of the remaining funds as a RADF Council Initiative, leaving a surplus of \$2,416.25 to be carried over to Round 1 2025/2026.

Anticipated Resolution Completion Date:

3 June 2025

Attachments:

Nil

G/4.6. REVIEW OF COMPLIANCE AND ENFORCEMENT POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 20 May 2025

File Ref: CM28.2

Purpose:

To propose the repeal of the Compliance and Enforcement Policy.

Officer's Recommendation:

That Council repeal P-2015/01 Compliance and Enforcement Policy.

Summary:

This report considers the repeal of the Compliance and Enforcement Policy following the implementation of Council's Enforcement Manual.

Link to Corporate Plan:

Accountable Council - We are providing good stewardship built on a foundation of trust.

Background:

The purpose of the Compliance and Enforcement Policy is to set out the general principles to be applied to enforcement activities in addition to providing operational guidance for officers and authorised persons.

Council has the power to administer and enforce a wide range of State legislation (i.e. Animal Management Act, Building Act, Environmental Protection Act, Planning Act, Public Health Act, Water Supply (Safety and Reliability) Act, etc) in addition to Council's own local laws. The decision on whether enforcement action will be taken in a particular circumstance is, in most cases, discretionary. Officers utilise a mixture of education and enforcement powers to achieve compliance outcomes that reduce the risk of harm and preserve the amenity and enjoyment of the region.

Council acquired and implemented an Enforcement Manual for the following reasons:

- legislation can, at times, be complex and difficult to interpret;
- there are a wide range of Teams across Council who have compliance responsibilities including some for who it is not their core service;
- provides efficiencies in actioning compliance activities and reduces the resource commitment in managing and updating guidance material; and
- provides an opportunity to align and make consistent the way in which enforcement activities are undertaken and the way in which Council communicates with the customer across all enforcement activities.

The Enforcement Manual:

- provides practical guidance on how to conduct compliance and enforcement activities;
- provides step by step guidance and templates specific to each piece of legislation Council has compliance and enforcement power under;
- supports a consistent approach across all compliance and enforcement activities; and
- increases the likelihood of successful compliance actions.

The Enforcement Manual is regularly reviewed and updated as additions and amendments are made to legislation and/or local laws.

Risk Management Summary:

Council takes a cautious approach toward taking risk with a reputational consequence. Providing a consistent experience for customers regardless of the head of power will promote effective relationships and management of expectations.

Options and Opportunity Analysis:

Option 1 – Repeal of Policy (Officer’s Recommendation)

Whilst the existing policy is prescriptive in nature, the Enforcement Manual provides officers with more practical guidance. The duplication of information in multiple documents is not effective. Reducing and streamlining information and processes to be contained only within the Enforcement Manual will improve accessibility, understanding, and consistency in application.

This recommendation supports the work currently being undertaken to comprehensively review Council policies with an aim to reduce total policies by 15%.

Option 2 – Further Policy Review

Alternatively, Councillors may seek to retain a policy and an alternative recommendation could be:

That a review of the Compliance and Enforcement Policy be undertaken to consider _____.

Stakeholder Engagement:

Teams who undertake compliance activities have been consulted throughout the acquisition and implementation of the Enforcement Manual as well as the review of the Compliance and Enforcement Policy.

Legal and Regulatory Implications:

There is no legislative requirement for Council to have a policy in relation to compliance and enforcement activities and the repeal of the policy does not relinquish Council's powers. The power for Council to undertake compliance activities comes from various pieces of legislation (State and Local Laws).

Financial and Resource Implications:

There will be no financial implications resulting from the repeal of this policy. Adoption of the officer’s recommendation is expected to reduce resource commitments as there will be a single information source (Enforcement Manual) providing practical guidance and templates.

Anticipated Resolution Completion Date:

Within two weeks of resolution.

Attachments:

1. P-2015/01 Compliance and Enforcement Policy.

G/4.7. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 APRIL 2025

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Management Accounting Specialist

Council Meeting Date: 20 May 2025

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the year 2024-25 to date, for the period ended 30 April 2025

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2024-25 year to date, for the period ended 30 April 2025 as required under Section 204 Local Government Regulation 2012.

Summary:

N/A

Link to Corporate Plan:

Accountable Council - We are providing good stewardship built on a foundation of trust.

Background:

The 2024-25 budget was adopted on 16 July 2024, with a projected operating surplus of \$3.0m.

In February 2025, Council officers completed a Q2 forecast, incorporating actual results for the first seven months of the financial year (July 2024 to January 2025). The Q2 forecast projected an operating surplus of \$2.0m.

Council officers have undertaken a further Q3 forecasting process, resulting in a forecasted operating surplus of \$4.7m.

Forecast

Major movements between the Q2 and Q3 forecasts are as follows:

Operating Revenue \$8.4m favourable:

- Net Rates and Charges \$0.7m unfavourable variance
 - \$375k unfavourable variance, related to water consumption revenue.
 - \$339k unfavourable variance. Increased discounts and pensioner rebates as more payments received by the due date. Industrial discounts realised.
- Income tax equivalent \$4.0m favourable variance – Gladstone Area Water Board (GAWB) confirmed and paid dividend in May.
- Fees and charges \$2.1m favourable variance predominantly due to:
 - \$800k favourable variance, increase in building and development fees revenue.

- \$530k favourable variance. Increase to internal septic and grey waste disposal revenue due to trucking of Yarwun wastewater to Gladstone WWTP. Offset by waste disposal expense.
 - \$434k favourable variance. Increase in kerbside collection tipping fees.
 - \$282k favourable variance. Increase to other tipping fees revenue.
- Interest revenue \$1.8m favourable variance. Increase to QTC (\$1.6m) and bank interest (\$169K) with interest rates remaining high to date.
- Other operating revenue
 - \$217k decrease in GECC bar and catering sales. Offset by a decrease in catering contractor expenses.
 - \$701k Other Income – predominantly internal plant revenue relating to plant used for capital works
 - \$90k Rental income increase in community hires and commercial leasing.
- Other minor revenue adjustments \$0.8m favourable variance
 - \$284k contract and private works revenue
 - \$544k increase to grant funding for REPA operational activities (offset by expenses), disaster funding and funding for criticality assessment reports acquired.

Operating Expenditure \$5.7m unfavourable:

- Employee benefits \$1.0m unfavourable variance
 - \$572k Increased salaries, wages and superannuation costs based on refined estimates. Vacancy rate for the 4 months since previous forecast averaging 6.7%
 - \$261k Increase to overtime in line with YTD trending across various cost centers.
 - \$167k Employee Leave entitlements
- Consultants \$0.5m favourable variance predominantly:
 - \$320K favourable variance for Transformation activity – forecast realigned to original budget
 - \$219k favourable variance for asset planning consultants due to receipt of funding triggering a reprioritisation of workload.
 - \$122k favourable variance Environment and Conservation. Consultants decreased due to delayed project and contractual arrangements, compliance elements and reprioritised work.
 - \$280k unfavourable variance, Gladstone WWTP arch flash study, new work required, not originally budgeted.
 - \$140k favourable variances across multiple cost centres due to refined estimates
- Contractors \$1.5m unfavourable variance.
 - \$484k REPA operational activities, offset by revenue.
 - \$379k contractors for corporate and community buildings predominantly removal of asbestos from Derby Street.
 - \$717k parks contractors increase to accommodate expected higher mowing requirements during wet season (April – June).
 - \$680k increased sewerage contractor forecast for trucking of waste from the Yarwun WWTP to Gladstone.
 - \$695k decrease to waste contractors due to delays in planned activity
 - \$191k decrease to water contractors realigned to sewerage priorities.
 - \$166k decrease to GECC catering contractors (reduction reflected in revenue)
- Bulk Water purchases \$0.5m favourable variance, related to decrease in consumption.
- External legal fees \$359k increase – due to increased legal activity.
- Other Materials and Services \$2.74m unfavourable variance
 - \$2.0m contingency for EOFY non-cash accounting adjustments because of both a review of historical capital works and an anticipated increase in leave entitlements;
 - \$430k materials unfavourable variance
 - Increase to roads materials \$164k.

- Aquatic centres materials increased \$132K.
- Gladstone WWTP materials increased \$100k.
- Utilities \$0.5m increase to electricity charges across business units.
- Waste disposal \$1.3m unfavourable variance predominantly
 - \$530k waste disposal fees for processing Yarwun waste at Gladstone WWTP. Offset by revenue.
 - \$632k Waste Services Tipping fees (JJ Richards) updated to correct position for 24/25 due to timing issue when preparing Q2 forecast.

Budget to Q2 to Q3 major movement waterfall charts are attached.

Statement of Income and Expenditure

To allow for greater transparency and scrutiny of Council's operating position throughout the year, annual rating revenue and service charges have been applied across the year rather than in the period of the rates generation.

The percentage of the year passed (pro-rata rate) as at 30 April 2025 is 83.29%

Major movements and variances between actual and Q3 forecast are as follows:

Income

Recurrent Revenue

Total recurrent revenue	2024-25	Actual as %
Actual	\$199.3m	
Budget	\$246.1m	80.98%
Forecast	\$257.9m	77.28%

Of note:

Net rates and utility charges	2024-25	Actual as %
Actual	\$150.3m	
Budget	\$194.5m	77.26%
Forecast	\$193.1m	77.83%

Council's primary source of recurrent revenue is the generation of annual rates, along with access charges for water, sewerage and waste. This generation was completed in July, with notices issued to ratepayers in August. These charges have been split across the course of the year, to align with the delivery of these services.

To date, discounts of \$16.0m have been granted in 2024-25 for payments received by the due date. Rate discounts are applied in the period received and not split across the year.

Water consumption revenue is raised upon completion of the bi-annual water meter reading cycles during the year (July-December 2024 and January-June 2025). The most recent readings (July-December) were completed in January 2025.

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Total interest revenue	2024-25	Actual as %
Actual	\$8.6m	
Budget	\$6.8m	125.46%
Forecast	\$9.6m	89.13%

Interest revenue at a rate of 5.23% has been received from Queensland Treasury Corporation for the month of March and current term deposit rates are yielding up to a 4.27% return to Council.

Income tax equivalents	2024-25	Actual as %
Actual	\$0.2m	
Budget	\$4.6m	3.76%
Forecast	\$8.4m	2.03%

The 2024-25 Gladstone Area Water Board (GAWB) income tax equivalents of \$8.0m, has been confirmed and received at the time of preparing this report.

The remaining forecast relates to income tax equivalents from the Gladstone Airport Corporation (GAC).

General purpose grant	2024-25	Actual as %
Actual	\$9.5m	
Budget	\$10.3m	91.95%
Forecast	\$9.8m	96.16%

Council received a payment of \$8.3 million from the Department of State Development on 2 July 2024 for the 2024-25 Financial Assistance Grant. This amount represents circa 85% of the 2024-25 allocation with the remaining being paid throughout the year.

The budget for 2024-25 was based on the assumption that the above prepayment for the 2024-25 allocation would be received in June 24. With the balance expected in the 24-25 FY, along with a prepayment of 25-26 financial assistance grant allocation. Adjustments have been reflected in the forecast.

Capital Revenue

Capital revenue	2024-25	Actual as %
Actual	\$29.6m	
Budget	\$50.1m	59.14%
Forecast	\$36.7m	80.69%

Capital revenue includes state and federal grant funding as well as developer contributions.

Capital grant revenue is recognised as project milestones are met. Therefore, the revenue recognised on the Statement of Income and Expenditure does not necessarily reflect the funding received during the year.

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Where milestones are still to be achieved, revenue is recognised as a contract liability on the Statement of Financial Position.

Capital grant revenue budgeted, forecasted, and recognised for significant projects is detailed below, along with the corresponding expenses for these funded projects.

Project	Revenue YTD Actual	Expense YTD Actual
State Government Grants & Subsidies		
TBG - Bonsai House Utility Services	\$1.52m	\$1.65m
Captain Cook Drive, Agnes Water - Relocate sewer main	\$0.68m	\$1.67m
Stage 2 - GWWTP Inlet Distribution Structure Replacement	\$2.06m	\$2.08m
REPA Projects (see REPA breakdown) Joint Federal/ State funded	\$13.61m	\$17.39m
Round Hill 2 Reservoir	\$0.02m	\$0.05m
Other State Government Funding	\$1.24m	\$2.60m
TOTAL State Government Funding	\$19.13m	\$25.44m

Project	Revenue YTD Actual	Expense YTD Actual
Federal Government Grants & Subsidies		
Glenlyon/Tank - traffic calming scheme	\$0.02m	\$0.02m
Lowmead Road Safety and Sealing Upgrade	\$7.54m	\$18.59m
Agnes Water Skate Park	\$0.04m	\$0.12m
Turtleway - Pedestrian bridge replacements	\$0.53m	\$0.89m
Other Federal Government Funding	\$0.99m	\$1.22m
TOTAL Federal Government Funding	\$9.11m	\$20.85m
TOTAL State and Federal Funding	\$28.24m	\$46.29m

Expenditure

Recurrent expenditure

Total recurrent expenditure	2024-25	Actual as %
Actual	\$203.5m	
Budget	\$243.1m	83.72%
Forecast	\$253.2m	80.38%

Of note:

Employee benefits	2024-25	Actual as %
Actual	\$65.3m	
Budget	\$75.0m	86.98%
Forecast	\$77.1m	84.60%

Employee benefits are the largest component of Councils recurrent expenditure. A vacancy rate of 7.5% has been factored into the 2024-25 budget. The average vacancy rate YTD for the 24-25 FY is 7.0%.

Overtime	2024-25	Actual as %
Actual	\$1.6m	
Budget	\$1.4m	110.87%
Forecast	\$2.2m	70.69%

Activities with significant overtime forecasts not relating to capital projects include:

- Water and sewerage services – Forecast \$728k, spend \$666k
- Road services – Forecast \$375k, spend \$330k
- Waste services - Forecast \$245k, spend \$184k
- Workshops – Forecast \$168k, spend \$148k
- Park Services – Forecast \$69k, spend \$84k
- Libraries – Forecast \$66k, spend \$56k
- RMPC – Forecast \$60k, spend \$45k. This will be offset by recoverable income.
- Events and entertainment – Forecast \$55k, spend \$40k
- Local Laws – Forecast 52K, spend \$37k
- Health services – Forecast \$30k, spend \$35k

Consultants	2024-25	Actual as %
Actual	\$3.2m	
Budget	\$6.2m	50.72%
Forecast	\$5.8m	54.87%

Significant consultant forecast and spend include:

- Transformation – Forecast \$1.6m, spend \$1.2m.
- Asset management – Forecast \$1.2m, spend \$0.6m. Lag in spend to date due to receiving funding and reprioritisation of workload.
- Strategic Information and Technology – Forecast \$0.5m, spend \$0.1m
- Environment – Forecast \$0.3m, spend \$0.1m
- Finance – Forecast \$0.4m, spend \$0.2m. Asset valuation costs to be incurred in the final quarter.
- Governance and Risk – Forecast \$0.1m, spend \$0.1m
- Water and Sewerage – Forecast \$0.5m, spend \$0.1m, forecast increased to complete an arc flash study.
- Waste – Forecast \$0.2m, spend \$0.2m predominantly assistant for the kerbside collection tender.

Contractors	2024-25	Actual as %
Actual	\$22.1m	
Budget	\$26.6m	83.20%
Forecast	\$29.1m	76.13%

Activities with significant contractor forecasts include:

- Water & Sewerage – Forecast \$8.9m, spend \$7.0m
- Waste – Forecast \$6.1m, spend \$4.9m
- Parks & Cemeteries – Forecast \$3.8m, spend \$3.0m
- Roads, Bridges, Stormwater – Forecast \$2.5m, spend \$1.8m
- Entertainment and Events – Forecast \$1.3m, spend \$0.7m
- Recoverable Works – Forecast \$1.4m, spend \$1.2m.
- Corporate and Community Buildings maintenance – Forecast \$1.3m, spend \$1.1m.
- Aquatic Centres – Forecast \$0.5m, spend \$0.5m
- REPA (operational activities) – Forecast \$0.5m, spend \$0.5m. Expenses are offset by funding revenue

Waste disposal and tipping fees	2024-25	Actual as %
Actual	\$9.4m	
Budget	\$8.5m	111.49%
Forecast	\$11.0m	85.74%

Waste disposal charges are trending high due to trucking Yarwun wastewater to Gladstone for treatment. This cost is offset by internal tipping fee revenue.

Statement of Financial Position

	Current Value	Budget	Variance (Actual to Budget)	Forecast	Variance (Actual to Forecast)
Year-to-date Assets	\$2.9b	\$2.9b	0.79%	\$3.0b	-3.35%
Year-to-date Liabilities	\$209.6m	\$179.7m	16.66%	\$193.8m	8.14%
Year-to-date Liabilities (excl. unearned rates revenue)	\$178.2m	\$179.7m	-0.81%	\$193.8m	-8.05%

Liabilities have been presented both including and excluding unearned rates revenue. The two will converge and be the same by June 2025, as all rates revenue is recognised on the profit and loss.

The budget for assets and liabilities reflects the expected positions at 30 June 2025.

Significant balance sheet movement is still expected to occur throughout the year:

- Cash to decrease as expenses are incurred and loan repayments are made.
- Receivables to increase as water rates are generated and decrease as rates are paid.
- Property, plant and equipment balances to move based on in year capital additions and disposals.
- Unearned rates revenue to decrease as recognised on the profit and loss each month.
- Borrowings to decrease as loan repayments are made.

Capital Expenditure

Regular forecasting is undertaken by the Capital Program team. The estimate for capital expenditure for the 2024-25 year is \$108.9m

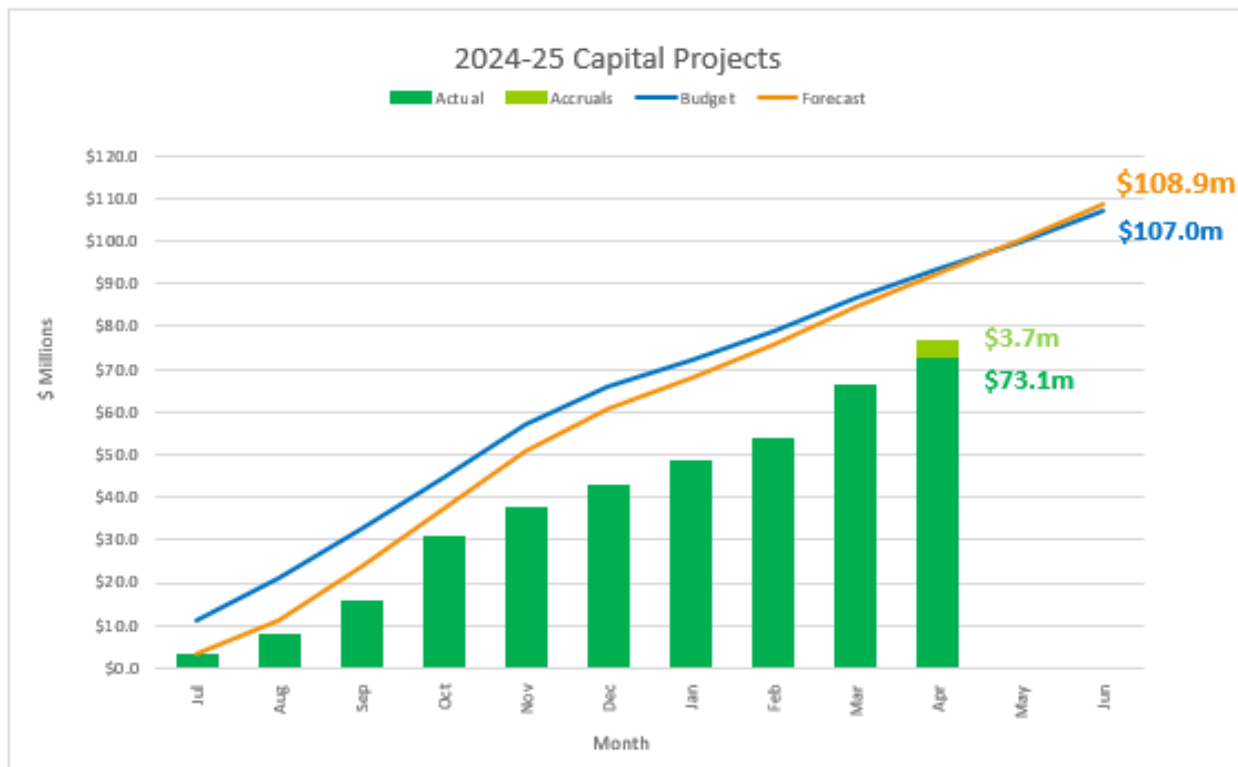
Capital YTD expenditure, budget and forecast is provided throughout the tables and graphs below.

	Actual	Budget	Actual as % of Budget	Forecast	Actual as % of Forecast
Year to date capital expenditure	\$76.7m	\$107.0m	71.66%	\$108.9m	70.47%

Capital expenditure against groups with significant capital expenditure budgets are shown in the table below:

Group	YTD Actual	Budget	Actual as % of Budget	Forecast	Actual as % of Forecast
Roads	\$43.0m	\$51.7m	75.42%	\$58.6m	73.33%
Sewerage	\$11.3m	\$25.9m	33.08%	\$17.8m	63.86%
Delivery Support and Performance	\$4.5m	\$6.1m	58.85%	\$6.6m	68.12%
Property Assets	\$1.7m	\$1.3m	123.90%	\$1.7m	97.74%
Asset Governance	\$0.0m	\$3.3m	0.00%	\$0.0m	-
Waste	\$3.6m	\$3.8m	65.88%	\$6.4m	56.21%
Parks	\$0.7m	\$3.3m	18.95%	\$0.8m	90.50%
Community & Lifestyle	\$0.4m	\$0.8m	43.76%	\$0.6m	71.76%
Water	\$3.3m	\$7.5m	33.81%	\$5.6m	59.39%
Strategic Projects	\$1.1m	\$2.1m	44.10%	\$2.2m	49.45%
Other	\$7.1m	\$1.3m	519.88%	\$8.6m	82.66%
Total	\$76.7m	\$107.0m	71.66%	\$108.9m	70.47%

Accrual estimates of \$3.7m have been included in the actuals, to account for major claims relating to April work.



Reconstruction of Essential Public Assets (REPA)

REPA projects in progress are detailed below (capital and operating):

Submission	Life of Project Funding	24-25 Funding Carryover	24-25 Expense Forecast	24-25 YTD Exp	24-25 YTD Claims Received	Claims remaining	Per cent complete
South	\$14.3m	\$2.9m	\$4.1m	\$4.7m	\$2.8m	\$0.2m	100.00%
Central	\$1.5m	\$0.2m	\$0.1m	\$0.1m	\$0.1m	\$0.0m	90.00%
Western	\$12.1m	\$6.2m	\$8.6m	\$8.1m	\$6.7m	\$0.0m	94.90%
Sealed Roads	\$1.6m	\$1.0m	\$1.1m	\$1.4m	\$1.0m	\$0.0m	100.00%
Granite Creek (Lowmead Rd)	\$6.7m	\$6.4m	\$4.9m	\$3.6m	\$3.5m	\$1.5m	73.35%
TOTAL	\$36.3m	\$16.7m	\$18.8m	\$17.9m	\$14.0m	\$1.9m	95.30%

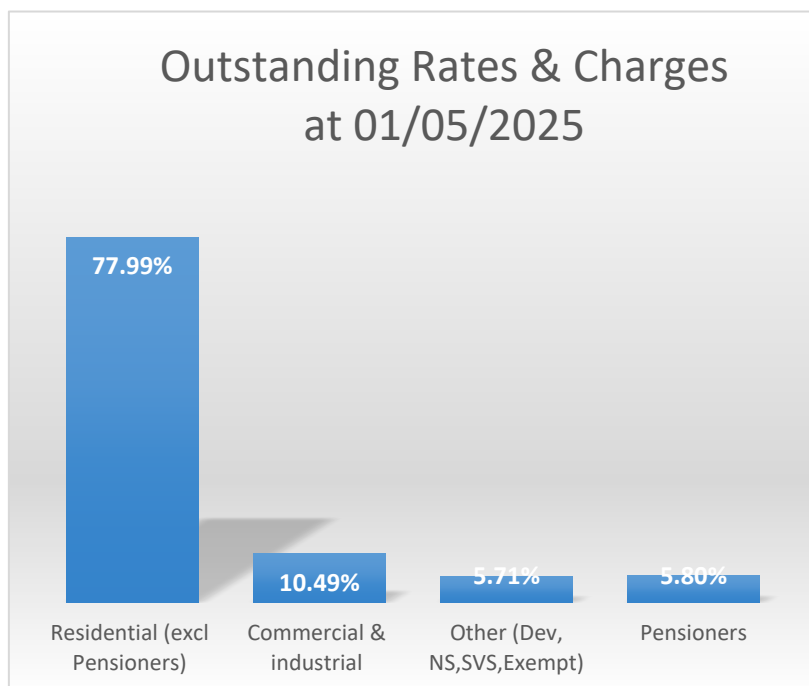
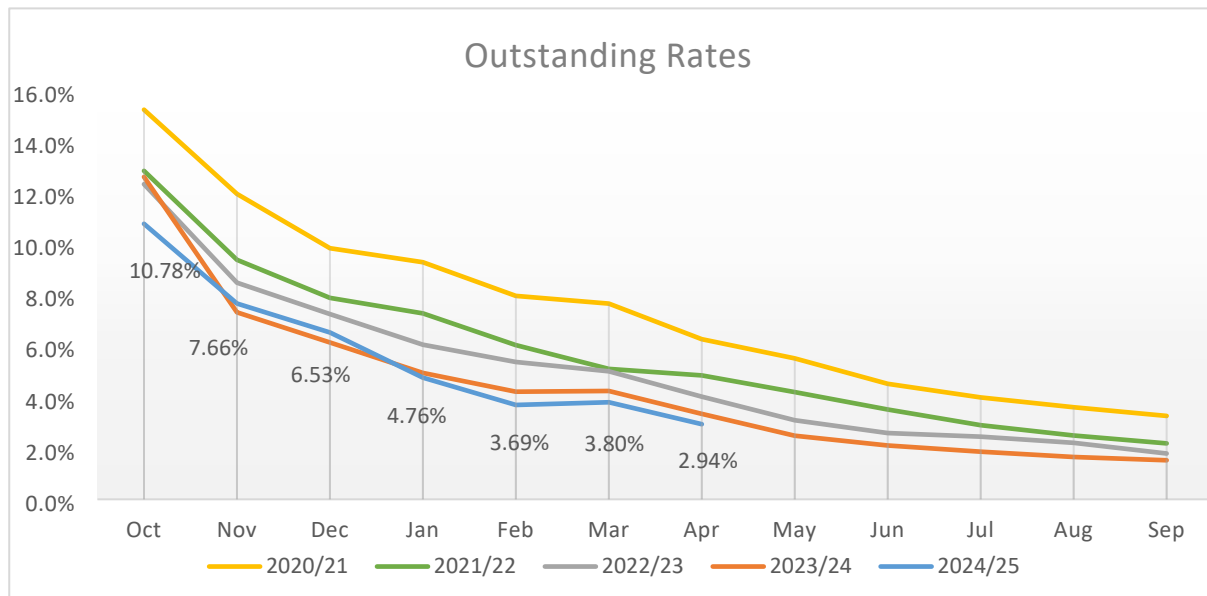
Outstanding Rates

Outstanding rates, as a percentage of gross rates levied 2024-25, and collectible, is at 2.94% at the end of April 2025, compared to 3.34% for the same period last year 2023-24.

Of the \$6.55m of outstanding rates, 10.49% relates to commercial/ industrial assessments and 89.51% represents residential assessments. Compared to 2023/2024, prior year same period, outstanding rates were \$7.04m of which 16.66% represented commercial/industrial and 83.34% residential assessments.

These figures include \$2.27m of rates that are currently being repaid under an authorised payment plan, of which there were 32 commercial/industrial assessments and 1375 residential assessments. A total of 1407 assessments, which is a decrease from 317 assessments compared to March 2025, and a decrease of 271 for the same period last year. This movement is a result of removal of arrangements on sold property, default arrangements and paid up arrangements.

6072 ratepayers had paid their rates in advance, totalling \$10.5m.



Sustainability Ratios

Financial ratios provide a useful snapshot of Council's financial status and emerging trends. Individual ratios do not provide enough information to form a comprehensive opinion of Council's financial position and performance, but when the right mix of ratios are considered together, they become a valuable tool in analysing Council's overall financial performance.

GLADSTONE REGIONAL COUNCIL GENERAL MEETING AGENDA - 20 MAY 2025

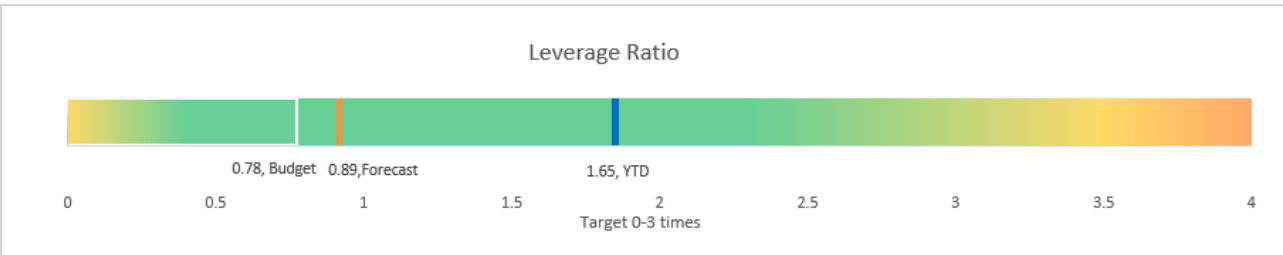
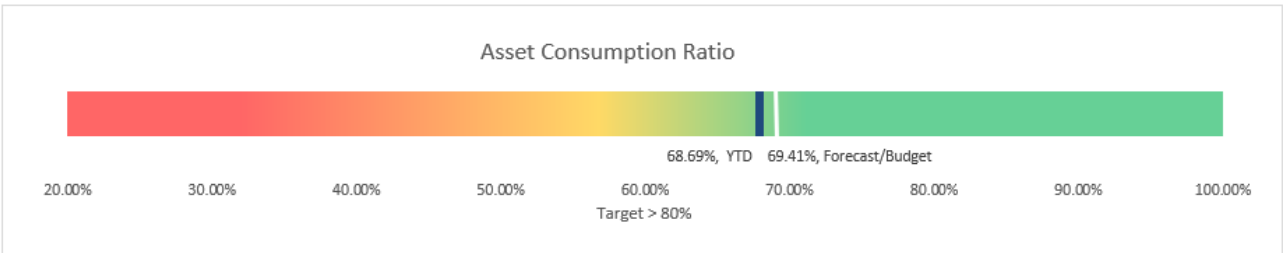
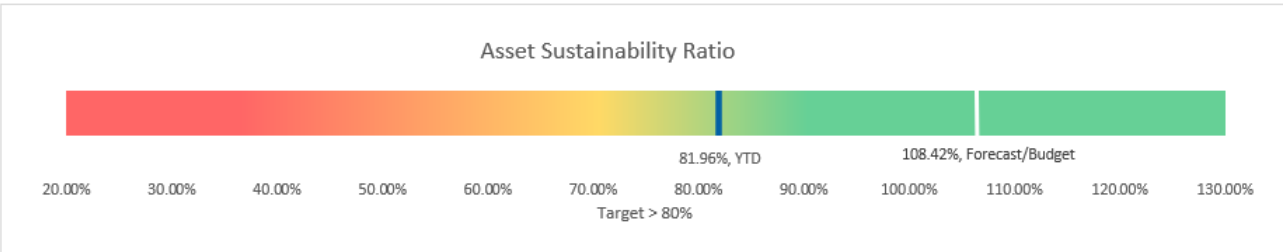
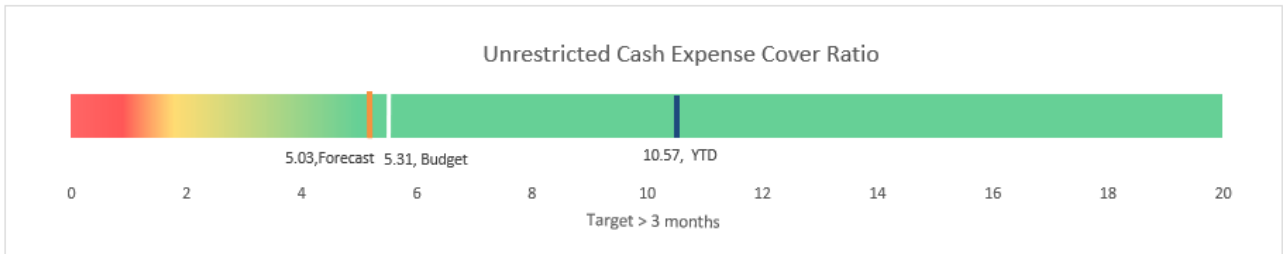
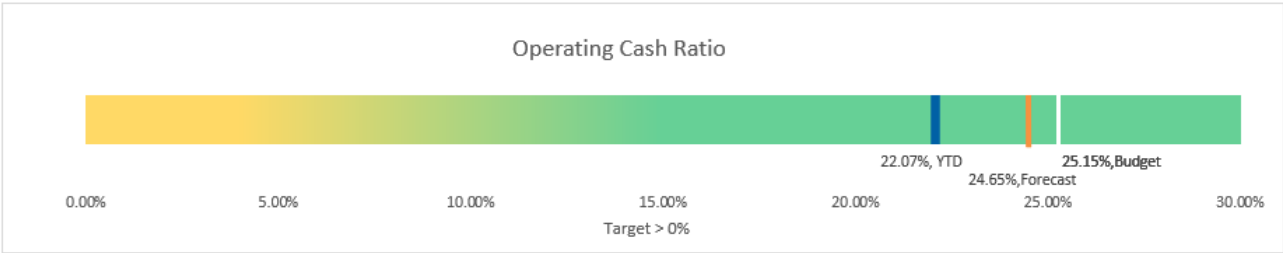
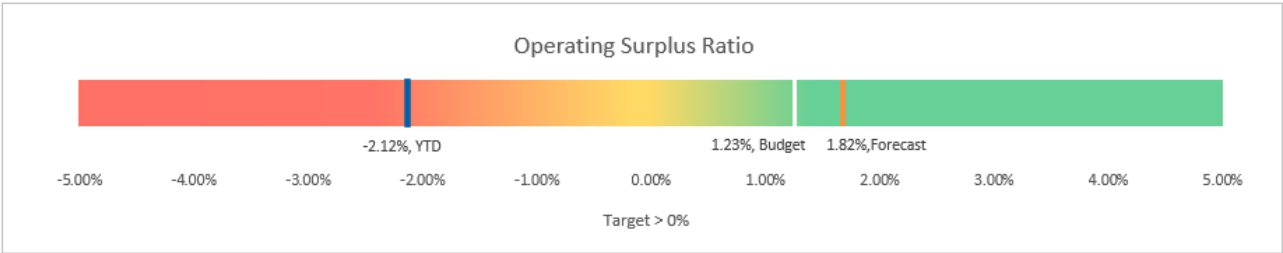
In recognition of the diversity of local governments throughout Queensland, a new Financial Management (Sustainability) Guideline 2024 has been released.

Eight of the nine ratio measures will be reported in 2024-25, with the ninth measure to be introduced in the 2025-26 annual statutory financial reporting period.

Ratio Explanation	Target	2024 -25 Budget	2023-24 Forecast	Current YTD		5 Year Average		Commentary
Financial Capacity								
Council Controlled Revenue Ratio: Council controlled revenue is an indicator of councils financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks. A higher council-controlled ratio indicates a stronger ability to generate revenue without relying on external sources. Councils with a high ratio generally have a healthy rate base and are better able to respond to unexpected financial obligations such as natural disaster recovery. A lower council-controlled revenue ratio indicates that a council has limited capacity to influence its operating revenue and that it is more reliant on external (and usually less reliable) sources of income such as grant funding, sales and recoverable works contracts and rental income. This ratio is contextual only therefore has no target measure		86.62%	83.88%	85.11%		83.46%		Although there is no target for this ratio, the high 5 year average and current YTD indicates Council's strong position to generate revenue without heavy reliance on other external sources.
Population Growth Ratio: Population growth is an annual measure and is a key driver of councils operating income, service needs and infrastructure requirements into the future. A growing council indicates a greater capacity to source its own revenue through rates and statutory charges. Population growth also puts additional pressure on councils to invest in new community infrastructure to support service needs This ratio is contextual only therefore has no target measure Ratio is measured annually		2.35%		2.35%		1.17%		The population growth ratio for Gladstone will significantly impact Council's financial sustainability, especially as the region faces periods of both rapid growth and stagnation. During growth phases, increased demand for infrastructure and services will provide opportunities for revenue growth and possibly also strain Council's financial resources, requiring careful management to avoid overextension. Conversely, in periods of slower growth or population decline, maintaining existing infrastructure and service levels can become a financial burden without corresponding increases in revenue. Emphasis on the population growth ratio is on a rolling 5-year average thus will help Council smooth out the financial impacts of any fluctuations, providing a clearer picture of long-term sustainability. Overall, for Gladstone, maintaining financial sustainability amidst its unique population growth patterns will require a balanced approach, integrating both proactive infrastructure investment and cautious financial management.
Operating Performance								
Operating Surplus Ratio: The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes. An operating surplus ratio below 0% is an indication that a councils operating expenses exceed its revenue. An operation deficit in any one year is not a cause for concern if, over the long term, a council achieves a balanced operating result or small surplus. Target measured over a five-year average	> 0%	1.23%	1.82%	-2.12%		-4.70%		The negative 5-year average is primarily due to the QTC loan restructure and recognition of a deferred liability for bulk water purchases in 2020-21. These were both one-off events. The YTD ratio result will oscillate throughout the year due to timing of revenue streams such as dividends, funding and water consumption. A positive operating surplus indicating Councils operating revenue generated covers operational expenses is forecast for 2024-25.
Operating Cash Ratio: The operating cash ratio is a measure of a councils ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs. A positive operating surplus indicates that a council is generating surplus cash from its core operations, which suggests that council has the ability to self-fund expenditure requirements. A negative operating cash ratio is a significant indicator of financial sustainability challenges and potential future liquidity issues as , all other things being equal, a negative result means that a councils cash position is declining and revenue are not offsetting the cost of core operational requirements Target measured over a five-year average	> 0%	25.15%	24.65%	22.07%		20.61%		Both the YTD and 5 year average result of this ratio reflects the continuing strong cash position of Council proportional to operating costs.

GLADSTONE REGIONAL COUNCIL GENERAL MEETING AGENDA - 20 MAY 2025

Liquidity							
<p>Unrestricted Cash Expense Cover Ratio: The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses</p> <p>A higher unrestricted cash expense cover ratio indicates that a council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditure such as infrastructure investment or disaster recovery. An excessively high ratio may be indicative of hoarding, poor cash management or large upcoming capital investment requirements.</p> <p>A low ratio suggests limited unconstrained liquidity available to council to use for capital investment or in an emergency. For councils with efficient cash management practices or strong borrowing capacity this is not a concern. Where council also has a negative operating cash ratio a very low or negative unrestricted cash expense cover ratio is an indicator of potential solvency concerns.</p> <p>Target measured over a single-year</p>	> 3 mths	5.31	5.03	10.57	●	NA	NA
<p>The high budget and YTD result of this ratio shows Council is in a strong cash position to cover planned and unplanned expenditure into the future.</p> <p>The payment of the Financial Assistant Grant in July 2024 has resulted in the higher YTD ratio. The results are expected to trend closer to the budget as the year progresses, and expenses are realised.</p>							
Asset Management							
<p>Asset Sustainability Ratio: The asset sustainability ratio approximates the extent to which the infrastructure assets managed by council are being replaced as they reach the end of their useful lives</p> <p>An asset sustainability ratio close to 100% suggests that a council is spending enough on the renewal of its assets to compensate for the deterioration in its asset base as loosely proxied by its reported depreciation, with outcomes too far below this level being potentially indicative of underspending against capital replacement requirements</p> <p>Target measured over a five-year average</p>	> 80%	108.42%	108.42%	81.96%	●	87.19%	●
<p>Infrastructure renewals have accounted for 48.28% of capital expenditure YTD with the balance on new and upgrade projects.</p> <p>It is typical for capital spending to be lower in the first quarter of the year. As capital spending progresses the ratio is expected to trend closer to budget.</p> <p>Councils capital program has increased in 2024-25, as indicated by the budgeted ratio result.</p>							
<p>Asset Consumption Ratio: The asset consumption ratio approximates the extent to which councils infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.</p> <p>The minimum target of 60% indicates that a councils assets are being broadly consumed in line with their estimated useful lives.</p> <p>Councils with lower than target ratio will need to invest more in those assets (in terms of replacement or maintenance) to ensure they are maintained at a standard that will meet the needs of the community. On the other hand if the ratio is much higher than the target ratio, councils may need to revisit their asset management plans to assess their current service levels or whether their estimates of the assets' useful lives are appropriate</p> <p>Target measured over a five-year average</p>	> 60%	69.41%	NA	68.69%	●	70.82%	●
<p>Both the YTD and budgeted ratio results indicate that Councils assets are being broadly consumed in line with their estimated useful lives.</p>							
Debt Servicing Capacity							
<p>Leverage Ratio: The leverage ratio is an indicator of a councils ability to repay its existing debt. It measures the relative size of the councils debt to its operating performance.</p> <p>A higher leverage ratio indicates an increasingly limited capacity to support additional borrowings due to already high debt levels and/or decreasing operational performance, while a lower ratio indicates the opposite.</p> <p>Target measured over a five-year average</p>	0-3 times	0.78	0.89	1.65	●	0.19	●
<p>Both the YTD and 5 year average result of this ratio reflect Councils ongoing ability to manage its debt.</p> <p>This position is reinforced with each year that no new borrowings are undertaken.</p>							



Stakeholder Engagement:

This report seeks specialist input from relevant internal sources.

Legal and Regulatory Implications:

Council is required to receive an update at least monthly relative to its financial position, Section 204 Local Government Regulation 2012.

Anticipated Resolution Completion Date:

N/A

Attachments:

1. Monthly Financial Statements for the period ending 30 April 2025
2. Operating Statements for the month end 30 April 2025
3. Q3 forecast waterfall charts

G/5. COUNCILLORS REPORT

G/6. URGENT BUSINESS

G/7. NOTICE OF MOTION

G/8. CONFIDENTIAL ITEMS